

EXAMINATION RULES FOR STUDENTS

It is not compulsory for students to attend school when they do not have an exam. Students, remaining at school between exams will be expected to be in the library, studying quietly.

FULL SCHOOL UNIFORM is to be worn.

Students cannot leave an examination in the first hour or last half hour of an exam

Reasons for examination rules:

1. To be considerate so that all students can perform to the best of their ability.
2. To prepare you for the rigid examination environment set down by the BoS for the HSC.

BEFORE THE EXAMS

- Read your exam timetable carefully – you cannot be compensated for missing an exam accidentally or arriving late through forgetfulness.
- Arrive outside the examination room 10 minutes before the exam is due to commence.
- Line up quietly.
- Ensure that you have all the writing implements and equipment that you need. Bring more than one pen!!!

ENTERING THE EXAMINATION ROOM

- Do not bring into the room any digital technology, food, paper, diaries or books – a single water bottle is acceptable. If you need cough lollies you should rewrap them in noiseless wrappings.
- Leave mobile phones, ipods, etc... outside the room in your bag.
- Turn off watch alarms.
- You **MUST** enter the room in silence.
- Move to the desk indicated by the supervisor.
- Check that you have all the relevant examination papers and booklets.

DURING THE EXAMINATION

- Do not open the paper or start writing until the supervisor gives the instruction
- Do not speak, sign or communicate with another student in any way.
- Do not borrow equipment. Ask your supervisor for assistance.
- Ensure your name is on every paper, page or booklet that you use.
- During reading time you **CAN NOT** use a pen / pencil etc.

LEAVING THE EXAMINATION

- Collect all your papers into a tidy pile on your desk.
- Wait, in silence, until you are told to leave the room.
- **DO NOT** remove any part of the examination.
- Leave quickly and quietly when instructed to do so.

Any general questions about your exams should be directed to Mr Shannon or for specific subjects, directed to your teachers.

If you are unwell on the day of an exam or are detained by circumstances beyond your control, you should ring the school as soon as possible (6494 7777) and ask to speak to Mr Shannon.