



SACRED HEART COLLEGE

Year 10 Examination Timetable Semester 1, 2020

Date	AM (Commencing at 9.00am)	PM (Commencing at 1.40pm)
Friday 26 June (End of Week 9 of Term 2)	Religious Education	Mathematics
Monday 29 June (Week 10 – Final Week of Term 2)	English	
Tuesday 30 June (Week 10 – Final Week of Term 2)	Humanities	
Wednesday 1 July (Week 10 – Final Week of Term 2)	Science	

NOTES

- On Friday of Week 9, students complete Religious Education between 9.00am and 11.00am and then be supervised Periods 3 & 4 as they revise for their Mathematics Examination. The Mathematics Examination will commence at 1.40pm.
- All timetabled Examinations will be 100 minutes Working time plus 10 minutes Reading time.
- Students will go to PCG as per normal on all days of the Examinations.
- Students will remain at school after each examination and attend normal scheduled classes, except Friday of Week 9 (as described above).

YEAR 10 EXAMINATION RULES AND REGULATIONS

1. UNIFORM

To be eligible to sit examinations students must wear the correct College winter uniform.

2. LEAVING THE EXAMINATION

Students are not permitted to leave the examination room early unless ill or there are extenuating circumstances.

3. LATENESS

Students will not be admitted into the examination room after the expiration of half an hour from the scheduled commencement time for the examination. No extra time will be provided for students who arrive to the examination late. If a student is more than 30 minutes late for an examination due to extenuating circumstances, he/she should speak with Mr Budas, Assistant Deputy Principal (Year 10), or Mr Cicchini.

4. MATERIALS

Students must know the materials they are required to bring with them to the examination, including the specific calculator permitted. All materials for the examination must be either loose or in clear plastic (no pencil cases are allowed). If the examination permits notes these must **not** be folded or have any fold marks on the paper. A student who brings any other unauthorised items with them into an Examination is in breach of the Examination rules and regulations and will be subject to serious penalties imposed by the College Examination Breaches Committee. No food may be taken into the examination room. Water is permitted but must be in a clear bottle that is not labelled

5. UNFAIR ADVANTAGE

It is the responsibility of students to ensure that they do not have any unauthorised notes or other items of a non-personal nature in the examination room. If a student has any unauthorised material with them, they are required to hand this material to the supervisor before commencing the examination. Students are not permitted to take any action to gain an unfair advantage. Any breach of examination rules and regulations will be treated seriously and investigated by the College Examination Breaches Committee consisting of the Deputy Principal (Curriculum), the Assistant Deputy Principal (Year 10), the College Psychologist and any other staff member considered relevant to the situation. Students deemed to have broken the Examination rules and regulations will receive a penalty such as a loss of marks or a mark of zero depending on the circumstances. If a student communicates to others or attempt to gain an unfair advantage by taking unauthorised notes into the examination room whilst completing the examination, the supervisor will approach the student, inform them of the concern, note the time and nature of the concern and report the issue to the Assistant Deputy Principal (Year 10), and the Deputy Principal - Curriculum. The Examination Breaches Committee will decide on an appropriate penalty.

6. MOBILE PHONES

Students are not permitted to bring a mobile phone into an examination. All mobile phones and other devices should be turned off and placed in the tray provided at the front of the Examination room. Any student who leaves their mobile phone turned on during an examination will face significant penalties including a mark of zero.

7. MISSING EXAMINATIONS

If a student will be absent for an Examination due to illness, parents/guardians are requested to inform Mr Budas prior to the examination, where possible a medical certificate should also be provided. **Mr Budas, in collaboration with the relevant HOLA and Deputy Principal - Curriculum, will determine if the examination will be administered at an alternative time for validation purposes. The student will be awarded a standardised score, which maintains their ranking, at the conclusion of the semester.** Students who misread their examination timetable, do not provide a medical certificate, or miss an examination without a reason approved by the College will not be permitted to sit a late examination and will receive zero for that examination. Parents are requested to ensure that students are available to sit all examinations during the scheduled examination period. Students, who miss examinations due to taking holidays, will not be allowed to sit examinations before or after the scheduled examination period. A mark of zero will be awarded for the examination unless the Principal has validated the absence otherwise.