Dear Parent/Carer

The End of Semester 1 Exam Block is scheduled for the period **Tuesday 10th June to Friday 20th June 2014**.

We suggest that Year 11 students study at home and come to school for TESTS ONLY for the period **Tuesday 10th June to Friday 20th June 2014**. See Test Timetable provided.

- Session Start Times are 9.00am and 12noon, unless otherwise set by your teacher.
- We believe that this mode of study, free from major distractions, is very effective and should boost test performance and achievement.

We ask that you permit your son/daughter to study at home during this test period and attend school for tests only.

It is also important that you and your student understand the expectations throughout this exam period. These expectations are that students:

- come to **school in uniform, including correct footwear and jumper**.
- bring their **ID card** to be placed on the desk in the exam room.
- do **NOT** attend Form.
- be at the assessment location at least **15 mins EARLY** for roll marking
- have checked with their class teacher about any **special requirements** for your subject (eg, calculator, appropriate paper).
- move directly to and from home or school before or after an exam session or that are out of uniform (students are not to meet in public places before or after scheduled assessment while in school uniform).

In addition, **ALL assessment must be completed or presented on the date indicated on the exam timetable.** If a student is unable to attend the scheduled exam session a **medical certificate MUST BE PROVIDED.** Failure to complete assessment without medical certificate may result in students not receiving credit for that semester and/or being eligible to participate in end of year activities.

If you do not give permission for your student to stay at home, please contact the Office so we can make arrangements for your student.

Yours faithfully

Leanne Monagle
Deputy Principal