

# SACRED HEART COLLEGE



## YEAR 10 SEMESTER 2, 2019 EXAMINATION TIMETABLE

Notes:

- The Year 10 Examination Rules and Regulations are located on page 2 of this timetable.
- The classroom venues for Examinations will be published soon.
- Students with special conditions will be provided will complete examinations in a separate room.
- Students who miss examinations due to CareerLink will complete these examinations at an alternative time.
- This timetable is subject to change. Students/parents will be advised of changes well in advance.

<b>Date</b>	<b>Morning exam starts at 9.00am</b>	<b>Afternoon exam</b>
Thursday 28 November	<ul style="list-style-type: none"> <li>• <b>Mathematics</b> (100 minutes working time) (10 minutes reading time)</li> </ul>	
Friday 29 November	<ul style="list-style-type: none"> <li>• <b>English</b> (100 minutes working time) (10 minutes reading time)</li> </ul>	
Monday 2 December	<ul style="list-style-type: none"> <li>• <b>Religious Education</b> (100 minutes working time) (10 minutes reading time)</li> </ul>	
Tuesday 3 December	<ul style="list-style-type: none"> <li>• <b>Humanities</b> (100 minutes working time)</li> </ul>	
Wednesday 4 December	<ul style="list-style-type: none"> <li>• <b>Science</b> (100 minutes working time) (10 minutes reading time)</li> </ul>	
Thursday 5 December	<ul style="list-style-type: none"> <li>• <b>French</b></li> <li>• <b>Japanese</b> (90 minutes working time)</li> </ul>	<b>Commencing at 12.15pm</b> <ul style="list-style-type: none"> <li>• <b>Outdoor Education</b></li> <li>• <b>Drama</b> (Both 90 minutes working time)</li> </ul>
Friday 6 December	<ul style="list-style-type: none"> <li>• <b>Dance</b></li> <li>• <b>Music</b></li> <li>• <b>Media Production</b> (90 minutes working time) (10 minutes reading time)</li> </ul>	<b>Commencing at 12.15pm</b> <ul style="list-style-type: none"> <li>• <b>Physical Education Studies</b> (90 minutes working time) (10 minutes reading time)</li> </ul>
Monday 9 December	<ul style="list-style-type: none"> <li>• <b>Any catch-up Examinations</b></li> </ul>	

## COLLEGE EXAMINATION RULES AND REGULATIONS FOR YEAR 10, 2019

**1. Students are not expected to be at school during the Examination period:** Year 10 Examinations will be held between Thursday 28 November and Monday 9 December. During this time, Year 10 students are NOT required to attend school and not required to attend any classes. Students are required to be at school 20 minutes prior to their scheduled Examination. Students are requested to avoid school grounds during the Examination period unless completing an Examination. Students are expected to use their time wisely (at home) to sufficiently prepare for all Examinations.

**2. Uniform:** Students can wear their summer school uniform or their sports uniform to Examinations.

**3. Leaving the examination early:** Students are not permitted to leave the examination room early.

**4. Examination seating:** Depending on the location of the Examination, there may be a seating plan for the Examinations. Students will be advised via direct message if there is a seating plan. Students are to sit in their allocated seat for the examination. Students who are sitting examinations under special conditions will sit their examinations in a separate room.

**5. Commencement of the examination:** Students should enter the examination room quietly and listen for further instructions, as the supervisors will go through a set procedure. Silence is always to be maintained whilst students are in the examination room.

**6. Lateness:** No extra time is provided for students who arrive late.

**7. Student materials:** Students must be familiar with the materials they are required to bring with them to the examination, including the specific calculators that are permitted for specific subjects. Any 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. Students may bring water into the examination room, but it must be in a clear unlabelled bottle.

**8. Missing an examination:** Parents must notify the relevant Dean of Students (Year 10) or Deputy Principal - Curriculum prior to the examination, if a student will be absent due to illness; a medical certificate must also be provided to the College. The Dean, 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 or do not provide a medical certificate will not be permitted to sit a late examination and hence will receive zero for that examination.

**9. Unfair advantage:** Any breach of examination rules and regulations will be treated seriously and investigated by a specially convened meeting of the College Examination Breaches Committee. This Committee normally comprises the Deputy Principal - Curriculum, Deputy Principal - Teaching and Learning, Dean of Students and any other member of the College staff considered relevant to the specific situation. Students deemed to have broken the examination rules and regulations by the Examination Breaches Committee will receive a penalty which is likely to include a loss of marks or a mark of zero for the examination paper. The Committee will investigate any situation in which a student is considered to have taken any action that provides an unfair advantage in the examination. 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, they are required to hand this material to the supervisor before commencing the examination. If a student communicates to others or attempts to gain an unfair advantage by taking unauthorised notes into the examination room whilst completing the examination, the supervisor will approach the student and inform of the concern, note the time and nature of the concern and report the issue to the Deputy Principal - Curriculum. The student will still be allowed to complete the examination. The Examination Breaches Committee will then decide on an appropriate penalty. 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 possibly a mark of zero for the examination.