

Year 11 Exams Timetable

Dear Students,

Please carefully read the information below regarding the year 11 exams. The page following is the final timetable for your exams. Please look at this schedule carefully to ensure that there are no clashes with the subjects you are sitting for. If there are please contact Deputy Principal and explain your concern.

- When** Examinations will commence on Monday 11/09/23 and continue until Wednesday 20/9/23.
- Pathways** If you are enrolled under Pathways (ie studying both Preliminary and HSC subjects) the College expectation is that you continue to attend Year 12 classes except when your Year 11 examinations occur.
- Which exam?** You need to be certain about which of the examinations you are to sit. If you are not, please urgently talk to your class teachers.
- Venues** All examinations will be held in the HALL (unless otherwise specified)
Disability Provisions – students eligible for disability provisions please liaise with the Learning Support Staff about exam rooming.
- Rules** Normal exam *Rules* apply to these examinations.
- Food is not allowed in the examination centre.
- The only liquid allowed in the examination centre is water in a clear see-through bottle. If you have a medical reason for needing a liquid other than water you must apply for Disability Provisions.

Mobile Phones



Under no circumstances can Mobile phones be brought into the examination centre. If you are awaiting an urgent message please make arrangements for incoming calls to go to the College office (Ph 42740621). The administration staff will ensure that the message is relayed to you. Mobile phones can be left at the front office during examinations or at a minimum **TURNED OFF**.

Thanks for your cooperation and good luck in your examinations. Please do not hesitate to see me or any other teacher if you have any concerns regarding the Examinations.

PTO for the 2023 Year 11 Examination Timetable →

Year 11 Exams Timetable

Week Starting Monday 11th September 2023

Date	Subject (AM)	Exam Time	Subject (PM)	Exam Time
Monday 11 th September	11 English Advanced	9:00 - 11:35		
	11 English Standard	9:00 - 11:35		
	11 Marine Studies	9:00 - 10:35		
Tuesday 12 th September	11 Modern History	9:00 - 11:05		
	11 Legal Studies	9:00 - 11:05		
	11 Biology	9:00 - 11:05		
Wednesday 13 th September	11 Ancient History	9:00 - 11:05		
	11 Visual Arts	9:00 - 10:35		
Thursday 14 th September	11 Society and Culture	9:00 - 11:05		
	11 Industrial Technology - Timber	9:00 - 10:35		
	11 Investigating Science	9:00 - 11:05		

Year 11 Exams Timetable

Week Starting Monday 18th September 2023

Date	Subject (AM)	Exam Time	Subject (PM)	Exam Time
Monday 18 th September	11 Maths Advanced	9:00 - 11:05		
	11 Maths Standard	9:00 - 11:05		
Tuesday 19 th September	11 PDHPE	9:00 - 11:05		
	11 Physics	9:00 - 11:05		
	11 Community & Family Studies	9:00 - 11:05		
	11 Business Studies exam	9:00 - 11:05		
Wednesday 20 th September	11 Retail Services VET	9:00 - 11:05		
	11 Hospitality VET	9:00 - 10:35		
Thursday 21 st September	Make up exam time			

Examination Rules and Procedures

Attendance

- Attendance is compulsory for all examinations students are scheduled to complete. Throughout the exam period, normal classes are suspended, and students not attending exams should be at home actively studying.
- Students must know their exam timetable and attend every scheduled exam on time; misreading the exam timetable will not be accepted as a justifiable reason for missing an examination
- Students must assemble on the Administration Office side of the school hall, near the canteen, **at least TEN (10) minutes before** the scheduled commencement of the exam. Students will then be instructed on where they will be sitting, expectations and where bags will be placed. Students are not permitted to enter the exam after exam commencement **for any reason**. Students arriving late should report immediately to the Front Office to be referred to the Exam Coordinator/Deputy Principal.
- Students will only enter the exam room when directed by the exam supervisor/s
- Rolls will be marked at beginning of each examination

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Organisation during Examinations

- When directed all students must complete attendance slips in every examination.
- **Students are not permitted to leave the exam within the first hour of the exam or in the last 15 minutes as per exam rules.**
- Bags are to be placed where directed – well away from examination desks.
- **Students are responsible for providing all their own necessary equipment. All items (pens, pencils, rulers, calculators, etc) brought into the examination hall are to be included in a clear plastic sleeve, to be easily checked and avoid any suspicion of cheating.**
- **Students are NOT permitted to take any electronic devices into any examination – except approved calculators.**

You must **NOT** bring any of the following into the examination room:

- a mobile phone or smartwatch
- any electronic device (except a calculator where permitted). This includes communication devices, organisers, tablets (eg iPads, etc), music players or electronic dictionaries
- paper or any printed or written material (including your examination timetable)
- dictionaries, except where permitted in Languages examinations
- correction fluid or correction tape.
- Answer booklets are provided. Students must not bring their own answer paper
- **Only clear liquid (bottled water) is permitted in a firm, clear plastic bottle**
- Students will be notified when 10 minutes remain in their exam.
- Out of respect for your fellow students, all movement in the hall should be as quiet and respectful as possible. Please lift chairs rather than sliding, lift feet rather than plodding/shuffling, muffle coughs and yawns and wear suitable shoes.
- If there is a question or problem, students must raise their hand silently and wait for a supervisor to attend them. Students should then very *quietly* consult with the supervisor.
- Toilet breaks in examination time are to be avoided. If unavoidable, raise your hand and wait for permission from the supervisor. Be respectful and quiet when moving to the toilet.

Performance in Examinations

- Students are not allowed at any time during the exam to borrow equipment from another student as this will disturb that student's concentration
- Students must make a serious, sustained effort to complete all exams to the best of their ability. Failure to do so will lead to a formal N warning. In addition, students who fail to make an adequate attempt may have to re-sit the exam at another time (mostly likely outside normal classroom hours)
- **Students who miss an examination due to illness or unforeseen circumstances should telephone the school and leave a message through the Front Office (Ph: 02 42740621).** The normal Assessment Illness/Misadventure Appeals process will be followed. Failure to follow college procedures will lead to a mark of zero and a formal N warning

Behaviour in Examinations

- Standard exam rules apply from the time the student enters the exam room and for the duration of the exam. Primarily this means no talking and following all supervisor directions
- Students must not commence writing until instructed to do so by the supervisor
- Any student involved in cheating, copying or submitting work other than their own will receive a mark of zero and a formal N warning
- Students who behave poorly eg. disobedience, distracting or causing disruption will be moved to rear of exam room or in more extreme circumstances, asked to leave room. In most cases, such behaviour will lead to a mark of zero and a formal N warning
- **Mobile phones should be left in bags.**
- The presiding officer and supervisors are in charge of students:
 - (a) when assembling before an examination
 - (b) during the examination
 - (c) after the examination until all students have left.You must follow the supervisors' instructions at all times.