

## Year 12 Mid-Course Exams Student Expectations

1. Full school uniform is to be worn to every exam and whenever you are in non-boarding areas of the school during the school day (including the Yr 12 Common Room)
2. Exams may be in various locations at TAS. Refer to the exam timetable for this information.
3. **Disability Provisions:** Students **must** arrange this with Ms Boydell well **before** the examination.
4. **Please arrive at your exam at least 20 minutes** prior to the scheduled start time (to allow for the roll to be marked and for you to have time to setup in the exam room).
5. Candidates can enter an exam room only when invited to enter by a member of staff.
6. There is to be NO TALKING whilst in the exam room.
7. Only pens, pencils, ruler, eraser, approved calculators and drawing instruments are permitted in the exam room. Check with Maths staff for approved calculator listings.
8. Mobile phones and electronic organizers / dictionaries are not allowed in the exam room.
9. Each candidate must have his/her own equipment. NO BORROWING from other candidates will be permitted. There will be limited spare equipment with supervisors.
10. Candidates are to enter by COURSE as per the roll.
11. Candidates are to use their NESAS HSC student number and not their names on all papers. Please ensure you know it before you arrive.
12. Toilet leave will only be granted in exceptional circumstances. Ensure that you go to the toilet before each exam.
13. Candidates must leave the question paper, answer papers and any writing paper in the exam rooms.
14. No candidate should leave the exam prior to the completion of the exam.
15. Absences from an exam due to illness must be supported by a Doctor's certificate. If missing an exam boarders must be in Medical Centre during the exam unless at home on Doctor's advice.
16. Those students receiving Disability Provisions are to attend the Hall to get their name marked off the roll.

### Other expectations during the Examination Week

1. Students are to notify Reception at their earliest convenience if they are unable to attend an exam. An Appeal Form must be submitted within 48 hours of returning to school. Any absence / appeal must be accompanied by a medical certificate. Refer to the Stage 6 assessment policy and contact Mrs O'Brien if you have any concerns about this.
2. Lunch can be taken any time from 12.20 pm onwards (uniform must be worn)
3. School uniform must be worn when passing through or visiting the teaching areas of the School. This includes the dining hall at times when other students are required to be in uniform (ie. 8:30 – 3:30pm).
4. Classes will not operate during the exam week. Students are expected to be at home studying, in the library/common room or in the boarding house (with Head of House permission) during school hours.
5. Whilst day students are not required to be at school if they do not have an exam, they must sign-in and out of school at Reception when arriving/departing.
6. **During school hours boarders** are expected to be in their own areas studying. They may take breaks during allotted meal times. No student is to be in another boarding house without the express permission of the supervising staff member. There will be no town leave during school hours.
7. **All boarding leave** requests must go through the Head of House. No student will be granted town leave during school hours. Boarders are able to apply for extended weekend leave if their exams finish before Friday.
8. The normal school rules and expectations of senior students do not change during this exam period. Behaviour that causes disruption to others will not be tolerated.
9. The same rules apply regarding students driving their own cars or being passengers either to and from exams or around town during the school day. Permission must have been granted by the school using the Permission to Drive form.
10. Normal classes resume on Monday of Week 3.