Hay War Memorial High School

End of Preliminary Exam Timetable 2016

Rules and Regulations – these are the same as the HSC examinations

Examination attendance rules

1. Be at the examination location at least 10 minutes before the start of each examination.
2. If you arrive more than one hour after the commencement of the examination, you will be admitted to the examination room, but you will need to satisfy the school that your responses should be accepted for marking.
3. You must sit for all examinations in which you are entered, unless prevented by illness or misadventure. If you cannot attend an examination because of illness or misadventure, notify the school principal immediately and complete the Misadventure procedures, as described in the Assessment Book.

Equipment for the examinations

1. You may only take equipment listed below into the examination room:
   - black pens (blue is also acceptable, but black is easier for markers to read)
   - pencils, erasers and a sharpener (use pencils where specifically directed)
   - a ruler marked in millimetres and centimetres
   - highlighter pens.
   You may also bring a bottle of water in a clear bottle. You can wear your watch in to your examinations, but once you sit down you will have to take it off and place it in clear view on your desk.
2. All equipment you bring may be subject to inspection on entry. You will be directed to place any unauthorised equipment or material in a designated area. Teachers will not be responsible for these items.
3. It is your responsibility to be aware of, and provide, the equipment you are allowed to bring for each examination. If you are allowed a scientific calculator, check that it is on the approved list (available on Students Online). Make sure any equipment, such as a calculator, is in good working order because an application under misadventure provisions for equipment failure will not be upheld.
4. You must NOT bring any of the following into the examination room:
   - a mobile phone. Mobile phones are not permitted in an examination room under any circumstances
   - 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.

You are not allowed to borrow equipment during examinations.
Examination room procedures

1. All exams will be held in the Spirit of ANZAC Centre, with the Special Provisions candidates in the school library. The Music exam will be held in Room 24.
2. The Cricket girls need to read the timetable carefully as you are in different rooms for each exam.
3. You must sit at the desk the supervising teachers allocate. It is your responsibility to make sure that the correct examination paper has been provided for the course you have entered. When asked to do so by the teacher, you must also check your examination papers to make sure that there are no pages missing.
4. Reading time for examination papers is as follows:
   - 10 minutes of reading time for the examination in all 2-unit English courses
   - 5 minutes of reading time for all other written examinations.

During reading time, you must not write, use any equipment including highlighters, or annotate your examination paper in any way.

5. You must:
   1. read the instructions on the examination paper, as well as all questions, carefully.
      Teachers are not permitted to interpret examination questions or instructions relating to questions.
   2. write your student number on all writing booklets, question and answer booklets and answer sheets.
   3. write clearly, preferably with black pen. While blue pen is also acceptable, black pen is easier for markers to read. Pencil may be used only where specifically directed
   4. make sure that you write your answers in the correct answer booklets. If you write an answer in the wrong booklet, tell the teacher, and write a note on the front and back of both booklets stating that an answer has been written in the wrong booklet. Do not rewrite your answers, but ensure you label and hand in all parts of your answers
   5. stop writing immediately when told to do so by the supervising teachers.
   6. arrange completed answers according to the supervisor’s instructions and wait for the supervisor to collect them.

6. You must NOT:
   1. begin writing until instructed to do so by the presiding officer or supervisor
   2. write your name on writing booklets, answer booklets or sheets, or use any other names, symbols or marks that identify or distinguish you in any way from other students
   3. leave the examination room during the exam, except in an emergency. If you have to leave and want to return and resume the examination, you must be supervised while you are absent from the examination room
   4. leave (finish) the examination until one hour after the start of the examination.
   5. leave (finish) the examination during the last 15 minutes of the examination
   6. remove an examination paper from the examination room. If you want to see an examination paper after the examination is over, you will need to speak with your teacher.
Conduct during the examinations

1. You must follow the day-to-day rules of the school. Failure to observe these rules may result in zero marks for the examination.
2. You must NOT:
   1. take a mobile phone or programmable watch or device into the examination room
   2. take any electronic device, including a digital media player or electronic tablet, into the examination room, unless approved by the BOSTES
   3. speak to any person other than a supervisor during an examination
   4. behave in any way likely to disturb the work of any other student or upset the conduct of the examination
   5. attend an examination while under the influence of alcohol or illegal drugs
   6. take into the examination room, or refer to during the examination, any books or notes, this booklet, the examination timetable, any paper, or any equipment other than the equipment listed in the examination timetable
   7. eat in the examination room, except as approved by the BOSTES, eg for diabetic students
   8. take any writing booklets, whether used or not, from the examination room.
3. If you do not follow these rules, or if you cheat in the examinations in any way, you may be asked to leave the examination room, and you will be reported to Mr Chambers. If you do not make a serious attempt at an examination, you will not receive an exam result in that course. If you have not completed all other assessment tasks this may mean you have not met the requirements of the Preliminary course in that subject. This may also mean you have not completed 12 units of preliminary course, which will make you ineligible for a HSC.
Students are required to attempt a range of question types throughout the examination paper. Simply attempting multiple-choice questions is not sufficient for an attempt to be considered serious.

If you wish to not be at school when you do not have an exam or remain after an exam, you must bring this permission note back.
Exam Timetable

ALL EXAMS in the SPAC and Special provision Students in the Library

All exams START at 8:55 am, which means you need to be seated and exams distributed BEFORE the bell.

Monday 4th April, 2016 – Day 1

<table>
<thead>
<tr>
<th>Exams</th>
<th>Time</th>
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<tbody>
<tr>
<td>English – Standard</td>
<td>2 hours + 10 minutes reading</td>
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<tr>
<td>English Studies</td>
<td>1 hour + 10 minutes reading</td>
</tr>
<tr>
<td>General Maths 1</td>
<td></td>
</tr>
<tr>
<td>General Maths 2</td>
<td>2 hours + 5 minutes reading</td>
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</tbody>
</table>

Tuesday 5th April 2016 – Day 2

<table>
<thead>
<tr>
<th>Exams</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>Hospitality</td>
<td>1 ¼ hours + 5 minutes reading</td>
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<tr>
<td>Ancient History Business</td>
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</tr>
<tr>
<td>Studies</td>
<td>2 hours + 5 minutes reading</td>
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</tbody>
</table>

Wednesday 6th April 2016, Day 3

<table>
<thead>
<tr>
<th>Exams</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visual Design</td>
<td>1 hour + 5 minutes reading</td>
</tr>
<tr>
<td>Agriculture CAFS Chemistry</td>
<td></td>
</tr>
<tr>
<td>Senior Science.</td>
<td>2 hours + 5 minutes reading</td>
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</tbody>
</table>

No Exam For Construction