

GRADE 8-11 FINAL EXAMINATION NOTES - 2021

Preparation for examinations:

- ⇒ Timetables issued and available on school's website
- ⇒ Check all subjects and papers carefully

Dress code:

- ⇒ School uniform must be worn
- ⇒ Wear masks properly at all times, to cover mouth and nose (legal requirement)
- ⇒ No caps, hats, beanies, scarves, blankets, etc. allowed in the examination venue

Before start of examination session:

- ⇒ All Grade 8 – 11 pupils to enter through vehicle gate in 1st Avenue
- ⇒ Arrive before 7:50 (normal starting time for school) for 1st session. Screening from 7:00 – 7:50
- ⇒ Arrive before 13:20 for 2nd session. Screening from 13:00 – 13:20
- ⇒ After screening has taken place, candidates must identify their seat numbers, after which they may use the bathroom, hand in textbooks or wait in quad until it is time to be seated. Please do not wait outside school premises or in cars until the last possible moment!
- ⇒ Candidates are to be seated 20 minutes before start of an examination
- ⇒ No additional time will be allowed if a candidate arrives late
- ⇒ There will be lines in the North Quad every morning
- ⇒ Timeline:
- ⇒ 8:40/13:40: Seated in venue
- ⇒ 8:45/13:45: Examination papers distributed and checked
- ⇒ 8:50 – 9:00/13:50 – 14:00: Reading time
- ⇒ 9:00/14:00: Start of examination
- ⇒ Should a candidate miss an examination due to illness, a valid doctor's certificate must be given/sent to Mr Ferreira asap (preferably on the day of the missed examination)

During examination session:

- ⇒ No talking is allowed from the moment candidates enter the examination venue

- ⇒ No borrowing is allowed. Bring own supplies in a CLEAR plastic bag
- ⇒ Only a blue or black pen may be used. No colour and highlighting to be used on answer script.
- ⇒ Tippex is not allowed. Merely cross out incorrect work
- ⇒ No food or water/cold drink allowed in the examination venue
- ⇒ **Cell phones/smart watches may not be brought into the examination venue. If found on the candidate, this will be treated as an irregularity and the device will be confiscated (whether used or not) and handed to the principal along with the examination paper of the candidate**
- ⇒ **Do not cheat. This is an irregularity and will result in the relevant examination to be declared null and void for the candidate concerned**
- ⇒ The venue may not be left within the first hour of the examination or the last 15 minutes of the examination.
- ⇒ Should a candidate require a bathroom break, he/she will be accompanied by an invigilator of the same gender
- ⇒ On return from the bathroom, invigilator and candidate must sanitise their hands
- ⇒ Candidates may not ask any questions or be helped by invigilators in any way, even if they believe there is a problem in the question paper
- ⇒ All answers, rough work, calculations, etc. must be done on the examination answer paper provided
- ⇒ Candidates may not put their head on the table – sit upright at all times

At the end of the examination session:

- ⇒ Pens down immediately
- ⇒ Check that all details on answer script are correct
- ⇒ No candidate may leave the examination venue until all answer scripts have been collected
- ⇒ Remain silent and seated while invigilators collect materials
- ⇒ Leave the premises quietly via the vehicle gate in 1st Avenue
- ⇒ You may not re-enter a venue for any reason