

JUNE EXAMINATION NOTES - 2023

GRADE 8 - 12

Preparation for June assessment series:

- ⇒ Timetables issued and available on schools' website
- ⇒ Check all subjects carefully and ensure that you are present on all days that you are writing an exam

Dress code:

- ⇒ Full school uniform must be worn
- ⇒ No caps, hats, beanies, scarves, blankets, etc. allowed in the exam venue

Before start of examination session:

- ⇒ School will start at the normal time (7:50). Pupils must enter the premises through same gate used for school
- ⇒ When the bell rings for start of day, all Grades will have lines in the North Quad. At lines information for day will be conveyed by staff
- ⇒ After lines, Grade 10 – 12 pupils are to identify their seat numbers from the seating plan outside their respective venues, while Grade 8 & 9 pupils proceed to their home venues
- ⇒ All pupils must be seated in their respective venues by 8:30 for a morning session and at 13:30 for an afternoon session
- ⇒ Exams will start at 9:00 for a morning session and at 14:00 for an afternoon session
- ⇒ Pupils will be dismissed at the conclusion of the exam
- ⇒ Once all scripts have been collected, pupils will be released from the venue and leave the premises using the vehicle gate in 1st Avenue
- ⇒ Should a pupil miss an exam due to illness, a valid doctor's certificate must be given/sent to Mr. Ferreira asap (preferably on

the day of the missed exam). **Failure to hand in a doctor's note will result in a "zero" for the relevant exam**

During exam session:

- ⇒ No talking is allowed from the moment pupils enter the 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 may be allowed in the venue
- ⇒ **Cell phones/smart watches may not be brought into the venue. If found on the pupil, this will be treated as an offence and the device will be confiscated (whether used or not)**
- ⇒ **Do not cheat. This is an act of dishonesty and will result in the relevant exam to be declared null and void for the pupil concerned (a "zero" will be awarded in such a case)**
- ⇒ Should a pupil require a bathroom break, he/she will be accompanied by an invigilator of the same gender
- ⇒ Pupils may not ask any questions or be helped by invigilators in any way, even if they believe there is a problem in the paper
- ⇒ Pupils may not put their head on the table – sit upright at all times

At the end of the test session:

- ⇒ Pens down immediately
- ⇒ Check that all details on answer script are correct
- ⇒ No pupil may leave the exam venue until all answer scripts have been collected
- ⇒ Remain silent and seated while invigilators collect materials
- ⇒ You may not re-enter a venue for any reason