



YEAR 11/LEVEL 1 EXAM TIMETABLE TERM 2 - 2019

Exams are 2 hours (unless otherwise advised by your teacher) - **MORNING = 8.45 – 10.45** **AFTERNOON = 1.00 - 3.00**
 (be there at 8.25) (be there at 12.40)

| Date/time | MORNING EXAM 8.45 – 10.45 | AFTERNOON EXAM 1.00 – 3.00 |
|--------------------|---|---|
| MON 27 MAY | ENGLISH – 11EN1, 11EN2, 11ENE | GEOGRAPHY – 11GE1 SOCIAL SCIENCE – 11SS3 FRENCH – 11FR1 TE REO MĀORI – 11RM1, YR 9&10 ACCEL PHOTOGRAPHY – 11PH1 (GNT – OPT 6) FOOD & HOSPITALITY – 11FH4 (HSN – OPT 4) |
| Date/time | MORNING EXAM 8.45 – 10.45 | AFTERNOON EXAM 1.00 – 3.00 |
| TUE 28 MAY | SCIENCE – 11SD1, 11S11 | HISTORY – 11HI1 DANCE – 11DN1 JAPANESE – 11JP1 OUTDOOR EDUCATION – 11OE1 (WHD – OPT 1) PAINTING – 11PN1 (LND – OPT 3) MECHANICAL ENGINEERING – 11ME4 (KOO – OPT 5) CLASHES and CATCH-UP |
| Date/time | MORNING EXAM 8.45 – 10.45 | AFTERNOON EXAM 1.00–3.00 |
| WED 29 MAY | MATHS – 11MT1, 11MT2, 11MT3, 10MTE, 9MTA | ACCOUNTING – 11AC1 MEDIA – 11MD1 DRAMA – 11DR1, 10DRA CHINESE – 11CH1 AGRICULTURE – 11AG1 PHOTOGRAPHY – 11PH1 (GNT – OPT 3) VISUAL COMMUNICATION – 11VC1 (SWT – OPT 3) TECHNOLOGY PRODUCT DESIGN – 11TP1 (DSV – OPT 5) FOOD & HOSPITALITY – 11FH4 (HSN – OPT 5) CLASHES and CATCH-UP |
| Date/time | MORNING EXAM 9.10 – 11.10 | AFTERNOON EXAM 1.00–3.00 |
| THUR 30 MAY | MUSIC – 11MU1 BUSINESS – 11BU1 HEALTH – 11HE1 (ABS – OPT 6 & GOF – OPT 6) MECHANICAL ENGINEERING – 11ME4 (KOO – OPT 6) FOOD & CATERING – 11FC4 (JCH – OPT 6) TECHNOLOGY PRODUCT DESIGN – 11TP1 (BLY – OPT 4) PHOTOGRAPHY – 11PH1 (CRK – OPT 2) CLASHES and CATCH-UP | SCIENCE – 11SB1 PE PERFORMANCE – 11PF1 CLASHES and CATCH-UP |
| Date/time | MORNING EXAM 8.45 – 10.45 | AFTERNOON EXAM 1.00–3.00 |
| FRI 31 MAY | GERMAN – 11GM1 ECONOMICS – 11EC1 HEALTH – 11HE1 (GWD – OPT 4) OUTDOOR EDUCATION – 11OE1 (RPY – OPT 6) LIFT – 11LF4 PAINTING – 11PN1 (LND – OPT 1) CLASHES and CATCH-UP | HEALTH – 11HE1 (FRS – OPT 4) OUTDOOR EDUCATION – 11OE1 (GOF – OPT 4) PHOTOGRAPHY – 11PH1 (THN – OPT 4) BUILDING & CAPRENTRY – 11BC4 (MHY – OPT 2) FOOD & CATERING – 11FC4 (JCH – OPT 1) PAINTING – 11PN1 (MLG – OPT 2) CLASHES and CATCH-UP |
| MON 3 JUNE | QUEEN'S BIRTHDAY | QUEEN'S BIRTHDAY |
| TUE 4 JUNE | STAFF EXAM ADMINISTRATION DAY | STAFF EXAM ADMINISTRATION DAY |
| WED 5 JUNE | NORMAL TIMETABLED CLASSES RESUME | NORMAL TIMETABLED CLASSES RESUME |

INSTRUCTIONS FOR STUDENTS

- ✓ READ over the above CAREFULLY.
- ✓ CHECK CAREFULLY whether MORNING or AFTERNOON
- ✓ NOTE THAT THUR 30th (am) HAS A DIFFERENT TIME
- ✓ All SPECIAL ASSESSMENT CONDITIONS STUDENTS (SAC) are to see Mrs Drake in the Learning Centre ASAP to arrange exam assistance.
- ✓ WHAT DO YOU DO IF YOU have an EXAM clash?
 - Check your emails. Miss Rose should have contacted you about your clash and which exam is moving to a new time. **YOU MUST CHECK YOUR EMAILS FIRST.**
 - ALL practical or aural exams must be completed in the set time slot as above, and the written exam can be re scheduled at the student centre - **ONLY ON DAYS WHERE CLASHES ARE SCHEDULED AS ABOVE.**
 - STUDENTS are to go to Student Centre ASAP to arrange any re scheduled exam times.
 - ART/TECH SUBJECTS have specific times set for option lines. SEE YOUR TEACHER if there are problems with your time.



YEAR 11/LEVEL 1 EXAM INFORMATION TERM 2 2019

- Exam Timetable:** You have been issued with an exam timetable. **READ IT CAREFULLY!**
CLASHES. You should have received an email from Miss Rose about any clashes and must follow the instructions within the email. If you do not receive an email then **You must go to the Student Centre to complete a request for change form. ONLY ON THE DAYS NOMINATED for "CLASHES" on the t/table. ORGANISE THIS ASAP!**
- Punctuality:** Check your exam timetables carefully to ensure you know where you have to be at all times. Punctuality is critical. **Be there EARLY!!!. Remember it takes time at the beginning to set up and at the end to collect papers.**
AM: BEFORE 8.25am for morning exams to start at 8.45AM – MON, TUES, WED, FRI.
NB: THU starts at 9.10am – be there before 8.50am.
PM: BEFORE 12.40pm for afternoon exams to start at 1.00pm.
- Rooms:** The Hall is used for MOST exams. However classrooms are also used AND specialist rooms are used for practical workshops. The list of rooms for examinations will be put up each day on white boards and notice boards around the school including the **Albertian Quad, Library and Student Centre.** **You must arrive to school early enough to read these** and make your way to the correct venue. Be there, ready to start, **AT LEAST 20 mins** before the start time.
- Talking:** There is **no talking** once an examination has commenced.
- Eating:** No eating or chewing gum is permitted.
- Dictionaries or translation aids, electronic or otherwise, are NOT allowed in examinations** - unless specifically advised by the examiners.
All calculators must have any programmable memory cleared – you must learn to do this.
CELLPHONES must be turned off and in a **transparent** plastic bag.
- Bags** are to be left at the FRONT or BACK of the examination room/hall. **PENCIL CASES ARE NOT PERMITTED – this is an NZQA rule.** Students must carry equipment in a **transparent** plastic bag. **DO NOT bring your school bag unless you have to - leave BAGS somewhere else if you can!!!**
- Late: DON'T BE!** Students who are late for an examination must get a late note from a Senior Manager first. They will not be allowed to enter until they have done so. Try to catch an earlier bus/train than usual, just to be sure.
- Uniform:** Students will NOT be admitted to an examination in incorrect uniform. **NOTE: Students are not permitted at St Luke's in school uniform across the school day the during examination period.**
- SPECIAL EXAM CONDITIONS:** If you are a student who sits examinations under special conditions eg; you have a reader writer or have extra time, make sure you have seen Mrs Drake in the Learning Centre to confirm your arrangements. You may need to arrange times with her etc.
- Leaving early from Exams:** Students are NOT to leave an examination other than through illness or an URGENT toilet request, and a staff member must accompany them. **Students may NOT leave an examination early.**
- Exam Leave: Year 11 only** attend school to sit an examination, or with the WRITTEN permission of a staff member for tutorial or study purposes. At all other times they must be **at home studying.** **Year 12/13 students** who are taking a L1 course for which there is an exam may have study leave for the morning of an afternoon exam. All other classes must be attended.
- Absence from Exams:** Students who do not sit examinations without good cause (e.g.: medical certificate) will receive 'Not Achieved' and this will be recorded on their reports. **SITTING school practise EXAMS is critical should you need to get derived grades for NCEA exams at the end of the year.**
- ARTS/TECHNOLOGY** – provision has been made for **2 hour** workshop or practical blocks. Make sure you take full advantage of these and check with your teachers regarding any special requirements, times etc.
- YEAR 11 taking L2/L3 subjects** - it might be possible, within your study and exam commitments, for you to attend some of these classes. However, your L1 exams take precedence AND your teachers are aware that you are on official exam leave.

These examinations test you under the same conditions as NZQA exams are run at the end of the year.

Take them seriously. Prepare for your examinations. Prepare to do your best 😊