

## **STUDENTS ARE NOT REQUIRED AT SCHOOL UNLESS YOU HAVE AN EXAM ON THAT DAY**

When you are at school, you must be in the library, the senior area, quad or terrace. Please do not sit on the oval as there is no active supervision. All exams are in the hall unless specified otherwise.

### **Exam Procedure for Students:**

- Students are to gather on the terrace at least 15 minutes prior to moving into the hall
- Please be prepared with appropriate equipment needed for each exam. This includes paper, pens, pencils, eraser, ruler & any other specific items as outlined by NESA.  
<https://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/rules-and-processes/exam-equipment-list>
- You will enter through the foyer doors as usual, dropping your bag off as you move through the foyer. Students **MUST** sanitise their hands at the entry points with the provided sanitiser.
- Mobile phones, devices and smart watches are **not** to be brought into the hall – leave them in your bag.

Appropriate exam-behaviour is expected whilst in the hall. This means:

- following any teacher instructions.
- not speaking to other students or attracting another student's attention.
- sitting quietly when you have finished the exam &
- respecting other students' right to complete their exam without disturbance.

You are expected to sit for all exams at the published time.

If you are unwell, a phone call to the college or email to [rmaxworthy@arm.catholic.edu.au](mailto:rmaxworthy@arm.catholic.edu.au) from your parent is expected before the start of the examination and **a medical certificate MUST be presented** on your return to school and attached to the blue 'Application for Extension of or Special Consideration for an Assessment Task' which is available from the office.

## **FOR ALL EXAMS:**

Students will be provided their NESAs number to use on their paper. Use **BLACK** pen only. Students should bring spare pens to each examination. A ruler, highlighters, pencils and a sharpener are permitted, a bottle of water in a clear bottle (e.g has the label removed) is recommended.

Students' can wear an analogue watch to the examinations, but once sitting down they will have to take it off and place it in clear view on their desk. Programmable watches, including smart watches, will not be allowed in the examination room.

All equipment is subject to inspection on entry. Students need to ensure any equipment, such as a calculator, is in good working order because an appeal under misadventure provisions for equipment failure will not be upheld.

### **What you *cannot* bring into your examination room**

- A mobile phone. Mobile phones are not permitted in an examination room under any circumstances.
- A programmable watch, e.g. a smart watch.
- Any electronic device (except a calculator where permitted). This includes mobile phones or other 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 language examinations.
- Correction fluid.
- You are not allowed to borrow equipment during examinations.