



6 November 2025

Dear Parents/Carers,

The following information relates to the upcoming Semester 2 exam period for students in Year 10 and students undertaking VCE Unit 2 subjects.

Dates

The exam period will run from Monday 17 November to Friday 21 November.

Attendance

During this time, Year 10 and VCE Unit 1 students are only required at school for their exams. Students must be prompt and attend their exams at the times listed on the exam timetable. These times do not always align with normal scheduled class times. Students must ensure they arrive at least ten minutes prior to the time indicated on their timetable. Exams for students in Year 10 and VCE units are compulsory. Where students are absent for valid reasons, opportunities will be made for students to sit their missed exams on another day within the exam week.

Supervision

Supervision will be provided for students who travel to and from school by bus or students who need to attend school for full or part days, in addition to their exam sessions. For these students, Collaborazione 1 has been assigned for private study. Students attending these private study sessions, when not attending an exam, are asked to sign in at the office so that attendance can be recorded should an emergency occur. Parents/carers assume responsibility for the supervision of their child travelling to and from school and their activities while off the school campus i.e. studying and preparing for their exams at home. Students are encouraged to ensure they use their time off campus to prepare for their upcoming exams. Students should not be employed during this time, nor should they be using the exam period for social activities.

VCE-VM Classes

All VCE-VM classes will continue as scheduled during the exam period. These classes include Unit 2 Literacy, Unit 2 Numeracy, Unit 4 Work Related Skills and VET Active Volunteering. Students in VCE-VM do not sit exams unless they elect to sit an exam for Unit 2 General Maths. General Maths students are encouraged to sit the exam, unless they have work placement organised. Usual expectations for uniform apply to all VCE-VM students.

Dress Code

During the exam period, students may dress in casual clothes, except for VCE-VM students. Exam rooms can vary in temperature and students are often sitting for extended periods during exams. Consideration should be made for comfort and layering for warmth.

Learning Materials

Students have been informed of the materials they require for each exam. Please ensure your child is prepared for their examinations and has access to the materials they require. We cannot guarantee we will have enough spare materials should your child forget theirs, especially calculators.

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**Exam Timetable**

The exam timetable accompanies this letter and has been emailed to all students. You will also find a copy of the timetable on PAM.

Early Commencement Program

After the conclusion of the exam period, the VCE Early Commencement Program begins on Monday 24 November. All students completing VCE and VCE-VM studies in 2025 are expected to attend this very important program. It is not necessary for students to have sourced their textbooks by this date, but we would recommend students attend with general stationary items, their laptops and a binder book to write in. The early commencement program includes the Yr 11 Leadership Day (for Year 12 students in 2026). Please see prior communication for further details.

Warm regards,

Sarah Baglin
Secondary Leader, Learning and Teaching

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