

## **Grange Community College**

### **Guidelines for November Assessments 2023**

Parents/Guardians and students are asked to familiarise themselves with the following guidelines for the upcoming exams (20<sup>th</sup>- 24<sup>th</sup> November);

1. Students must present themselves for exams **5 minutes** before exams are due to start.
2. Students must sit at their assigned seat for every exam.
3. Students must be in **full school uniform** for every exam.
4. Students must remain in the exam hall until the exam is over.
5. Students must have pens, calculators and all equipment needed for exams.
6. Students who arrive late for an exam may have to remain in the exam hall until their full exam is over.
7. Any student who misses an exam may have to re-sit the exam at a later date.
8. Students must ask permission of the supervising teacher to use the toilets.
9. Students may bring a book or study notes to prepare for their next exam.
10. Talking is **NOT** permitted in the exam hall once the exam has started.
11. Food, drink, chewing gum and mobile phones are **NOT** permitted in the exam hall.
12. Students must go home for lunch following morning exams and should only return in the afternoon if they have an exam.
- 13. Students should remain at home when they have no scheduled exams.**

**Please note:**

Breakfast club will continue to run during the exams.