



Huron Heights Secondary School

FINAL EVALUATION and EXAM DAYS

From the Ministry of Education:

“30% of the grade will be based on a final evaluation, performance, essay and/or other method of evaluation suitable to the course content and administered near the end of the course.”

Attendance and Absences:

- All exams must be written on the days and at the times shown on the exam schedule.
It is each student's responsibility to be in the right place at the right time.
- Please **DO NOT** book vacations during your child's exams. Final exams are a critical part of the assessment process and provide students with the opportunity to demonstrate their knowledge and overall understanding of the course material. Family vacations are not an acceptable reason for missing an exam.
- Bereavement and illness are the only acceptable reasons for absence during exams.
- Students who miss an exam due to illness must have their parents call to inform the school of the illness. A doctor's note must follow no later than 2:25 PM on Friday, February 3, 2017.

Materials:

- Students should leave backpacks, coats, and electronic devices in their lockers.
- Only writing implements and other approved aids should be brought into the exam room.
- Calculators are allowed on all exams unless instructions at the top of the exam state otherwise (cell phones may NOT be used as calculators).
- Any students found using unapproved exam aids will be referred to their VP for disciplinary measures.

Textbook Return:

- Students will return textbooks to their classroom teacher on or before the date of their final exam. Classroom teachers will share the expectations and procedure for returning textbooks with their students.
- Students with textbook problems will complete and sign a purple Textbook Explanation form before leaving the exam room. Any textbook not returned to the classroom teacher, on or before the time of writing the final exam, may be returned to the school between 8:15 AM and 12:30 PM during exams (January 27 – February 2, 2017). A staff member will be set up at the Textbook Return table in the front foyer/cafeteria entrance. **ALL textbooks or payments for lost or damaged textbooks must be cleared with the Main Office by 2:25 PM on Thursday, February 2, 2017.**

While in the Exam:

- Students are not to remove any paper from the exam room.
- Students are to remain quiet. There is no talking during the exam.
- Students are to sit where instructed by the exam supervisor and remain seated until the appropriate dismissal time.

Dismissal from Exams:

- Exam Length - 1.0 hour - students must remain in the exam room for the entire scheduled time.
- Exam Length - 1.5 hours - students must remain in the exam room for the entire scheduled time.
- Exam Length - 2.0 hours - if complete, a student will have one opportunity to leave after 1.5 hours*
- Exam Length - 2.5 hours - if complete, a student will have one opportunity to leave after 2 hours*

* If students do not leave at this time, they must remain for the duration of the exam.

Late to an Exam:

- Students who arrive late must report to the main office immediately.
- An administrator will meet with the student and determine the location and length of time available for completing the exam.

Study Areas:

- The library will be open for quiet study from 7:45 AM until 12:30 PM.
- Students, who wish to talk, eat, or study in groups may use the cafeteria. The cafeteria servery will be **closed** during exams.
- Other areas of the school are out of bounds. School rules continue to apply during exams (i.e. headwear, proper dress, etc.).
- All doors to the school will be open and accessible until 8:30 AM each day of exams, Friday, January 27 – Thursday, February 2, 2017. At 8:30 AM the doors at the east and west ends of the school will be locked and available as an exit only. Entrance to the school will therefore be restricted to the front doors and the doors off the rear parking lot.
- Students are not to visit other schools during the exam schedule.

Tips for Exam Writing:

- Make sure you have a complete set of accurate notes.
- Review your notes. Start with the main points before you return to review the material in detail. Prepare study notes.
- Make a schedule, so you know what you will be reviewing each night. Know that you can cover all the material in that time.
- Listen closely to the teacher's tips on what may be included on the exam.
- Make sure you know what type of exam it will be (e.g. essay, multiple choice, short answer, etc.)
- Ask your teacher for help well in advance of the exam. Arrange to travel during MSIP if you require extra help before the exam.
- Get plenty of rest and eat well during the final exam period.
- Drink plenty of water. You are welcome to bring water to the exam room.

Transportation:

- Please note the changes listed below to bus departure times from Huron Heights during exams, Friday, January 27 – Thursday, February 2, 2017.
- **AM – Pick Up:** All school buses will pick up at their regularly scheduled times. Arrival at the school will remain unchanged.
- **PM – Pick Up:** All school buses will arrive at the school for 12:30 PM and depart to return students home at 12:40 PM. There will be **NO** school bus pick up at 2:25 PM during exams.
- Students receiving **special education transportation** are NOT included in the above modified PM – Pick up schedule. Their transportation services will run at their regularly scheduled AM and PM times.

SEVERE WEATHER DURING EXAM WEEK

- Listen to local radio and check the school board website at www.wrdsb.ca by 6:30 AM for any announced cancellations.
- **Should any WRDSB buses be cancelled or secondary school closed in any geographic areas of the Waterloo Region (Kitchener, Waterloo, Baden, Elmira, Cambridge) during the January 27th – February 2nd Exam Schedule, the exams in ALL secondary schools will be postponed and “shifted” one day.** (example – if a closure of a school or cancellation of buses occur on Monday, January 30, those exams would be shifted to Tuesday, January 31)
- **Please note - the PA Day scheduled for February 3rd will NOT be moved due to inclement weather cancellations.**

Semester 1 Final EXAM Schedule 2016—2017

	A Block Fri., Jan. 27	B Block Mon., Jan. 30	C Block Tues., Jan. 31	D Block Wed., Feb. 1	E Block Thurs., Feb. 2
• • 8:15 AM	BBB4MI-01 1.5 2704	BAF3MI-01 1.5 2704	XASM3/4MI-01 1 2305	BMI3CI-01 1.5 2509	XAVI3OI/4EI-01 1 2301
	XBBI1/2OI-01 1 2509	BOH4MI-01 1.5 2509	XBBI1/2OI-02 1 2704	CGC1DI-03 1.5 2713	AWQ3MI-01 1 2305
	CGC1DI-01 1.5 2713	CGC1DI-02 1.5 2714	CLN4UI-01 2 2715	CHM4EI-01 1 1715	XBBI1/2OI-03 1 2509
	XCGW4C/UI-01 2.5 2715	CHC2PI-01 1 PORT1	ENG1DI-02 1.5 1712	ENG1DI-03 1.5 1604	CGC1DI-04 1.5 2714
	ENG1DI-01 1.5 1715	CLU3MI-01 1.5 2712	ENG3CI-02 1.5 2702	ENG4CI-03 1.5 1712	CGU4MI-01 2.5 2713
	ENG2PI-01 1 2702	ENG1PI-01 1 2702	ENG3UI-02 1.5 1715	ENG4UI-02 2 1612	CHC2PI-02 1 2704
	ENG3UI-01 1.5 1603	ENG3CI-01 1.5 2703	ENG4UI-01 2 1602	FSF1DI-02 1.5 1714	ENG1DI-04 1.5 1604
	ENG4CI-01 1.5 1605	FSF1DI-01 1.5 2401	XENG4C/EI-02 1.5 2703	FSF2DI-01 1.5 1713	ENG1PI-02 1 2702
	FSF2DX-01 1.5 1714	HNB4MI-01 2 2404	HHS4UI-01 2.5 2404	HSB4UI-01 2.5 2715	ENG2PI-02 1 1602
	XHFN1/2OI-01 1 2405	XHFN1/2OI-02 1 2405	HPC3OI-01 1.5 2402	MCR3UI-03 2 2601	ENG3UI-03 1.5 1712
	HSP3CI-01 1.5 2705	MBF3CI-01 1.5 2602	LWSBDI-01 1.5 1713	MCV4UI-01 2.5 2612	ENG4UI-03 2 1612
	MAP4CI-01 1.5 2612	MCR3UI-01 2 2614	MBF3CI-02 1.5 2602	MFM1PI-02 1.5 2614	XENG3CI/EI-03 1.5 2703
	MCF3MI-01 1.5 2603	MDM4UI-01 2 2613	MCR3UI-02 2 2614	MFM2PI-02 1.5 2615	FSF1DI-03 1.5 1714
	MFM1PI-01 1.5 2615	MPM1DI-02 1.5 2603	MFM2PI-01 1.5 2615	MPM1DI-03 1.5 2603	XFSF3/4UI-01 2 1713
	MHF4UI-01 2 2613	MPM1DX-01 1.5 2601	MHF4UI-02 2 2612	MPM2DI-04 1.5 2613	XHFN1/2OI-03 1 2405
	MPM1DI-01 1.5 2614	MPM2DI-02 1.5 2612	MPM2DI-03 1.5 2613	XNDA3/NDW4MI-01 2 2714	HSP3UI-01 2 2715
	MPM2DI-01 1.5 2602	MPM2DX-01 1.5 2615	SBI3UI-02 2 2010	SBI3CI-01 1.5 2010	MAP4CI-02 1.5 2614
	SBI3UI-01 2 2010	SBI4UI-01 2.5 2010	SCH3UI-02 2 2001	SCH4CI-01 2 2001	MHF4UI-03 2 2612
	SCH3UI-01 2 2001	SCH4UI-01 2.5 2001	SNC1DX-01 1.5 2005	SNC1DI-03 1.5 2005	MPM1DI-04 1.5 2603
	SNC1DI-01 1.5 2005	SNC1DI-02 1.5 2005	SNC2DX-01 1.5 2006	SNC2DI-03 1.5 2006	MPM2DI-05 1.5 2601
	SNC2DI-01 1.5 2006	SNC2DI-02 1.5 2006	SPH4CI-01 2 2103	SPH3UI-02 2 2103	SCH4UI-02 2.5 2001
	SNC2PI-01 1.5 2101	SNC2PI-02 1.5 2101		TDJ3MI-01 2 1108	SNC1DI-04 1.5 2005
	SPH3UI-01 2 2103	TCJ3CI-01 1.5 1102		TPJ3MI-01 2 2401	SNC2DI-04 1.5 2006
	TGJ3MI-01 1.5 2505	TDJ4MI-01 2 1108			TCJ4CI-01 1.5 1102
	TPJ4MI-01 See below	TTJ4CI-01 1.5 1104			TPJ3CI-01 1.5 2401
	TTJ3CI-01 1.5 1104				
	•	<p>Languages Exam Interviews: * See Mrs. Amorim, Ms. Berry Ms Godbout, Mr. Schroeder * Exam Interviews occur Jan. 27 – Feb. 2 * Exam Interviews are scheduled individually by the teacher and student.</p> <p>Health-Care Practical Skills Exams: * See Ms Godbout TPJ4MI-01 * Practical exams occur Jan. 27 – Feb.2. * Exam Interviews are scheduled individually by the teacher and student.</p>			