

17 May 2017

Dear Parents/Caregivers,

**Re: Year 10 Semester 1 Examinations
(Friday 9 June - Tuesday 13 June 2017)**

During the examination period there are two options for your student:

OPTION 1

Your student will leave school at 1:00pm on Friday 9 June and 10:45am or 1:00pm on Monday 12 June to return home to study as he/she will not be required for examinations at school and you will accept responsibility for his/her study, unless he/she is required for Certificate I Financial Services catch-up sessions. The students concerned will be directly notified of this. **All Year 10 students are required at school on Wednesday 14 June.**

OPTION 2

Your student will attend school for the period of examinations and will be supervised for study when not taking an examination. The sessions during which he/she will require supervision are indicated below.

Students are required to be at school 30 minutes before the examination session. In general, late papers will only be granted if a medical certificate or a formal letter from parent/guardian is provided to explain the absence. Students who miss an exam **must** inform the office of their absence on the day absent, then report on the next day present to Mrs Madden.

The session times are:

Session 1	8:50 am	to	10:45 am
Session 2	11:15 am	to	1:00 pm
Session 3	1:25 pm	to	3:10 pm

If you wish your son/daughter to remain at school and be supervised, please complete and return the form to Mrs Madden, by Wednesday 7 June 2017, before the commencement of the examinations.

G. Madden
A/Deputy Principal



TO BE RETURNED TO MRS MADDEN'S OFFICE BY WEDNESDAY 7 JUNE 2017, IF YOU WISH YOUR STUDENT TO BE SUPERVISED.

NAME OF STUDENT: _____ FORM: _____

SIGNATURE OF PARENT/CAREGIVER: _____

I REQUEST SUPERVISION FOR MY SON / DAUGHTER AS DISPLAYED BELOW:

	Friday 9	Monday 12	Tuesday 13
Session 1			
Session 2			
Session 3			