

9 May 2017

Dear Parents/Caregivers,

## Re: Semester 1 Examinations Year 11: (5 June – 14 June 2017)

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

### OPTION 1

Your student will remain at home to study when not required for examinations and you will accept responsibility for his/her study. If your student has an examination in only one or two sessions and wishes to remain in the school to study during a spare session, please indicate in the table below which session/sessions you will require study supervision for her/him.

### 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 Friday 26 May, before the commencement of the examinations.

G. Madden  
A/Deputy Principal



**TO BE RETURNED TO MRS MADDEN'S OFFICE BY FRIDAY 26 MAY 2016, 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:

	Mon 5	Tue 6	Wed 7	Thurs 8	Fri 9	Mon 12	Tue 13	Wed 14
Session 1								
Session 2								
Session 3								