

600 TEACHING & LEARNING		
607.2 Year 10 and 11 Examination Guidelines for Students		
School Policy and Advisory Guide Reference: http://www.education.vic.gov.au/management/governance/spag/azindex/default.htm		Last Update Jan 2013
Last Ratified by School Council		Date Month Year
Responsible Principal		Cassandra Walters

Year 10 and 11 Examination Guidelines for Students

1. Year 10 and 11 students are expected to attend timetabled examinations.
2. Students may wear casual clothing. Please be aware of the following:

“Any clothing that exposes midriffs, has torn or frayed edges, motifs of an offensive nature etc. is not considered to be appropriate. Sandals, thongs without ankle strapping and scuffs are not permitted at WSSC due to Occupational Health & Safety issues. Students breaking this code will not be admitted to the Examination Room and will be required to resit the Examination (appropriately attired) at a later date.”

3. No student may cheat or assist another student to cheat or take any action that gives or attempts to give him/her an unfair advantage in an examination.
4. A student must obey and observe all instructions or directions given in the examination room by the Supervisor.
5. It is the student's responsibility to ensure that he/she only brings approved materials and equipment for any given examination into the examination room.
6. Mobile phone and electronic communication devices such as organisers, dictionaries and computerised watches, which are capable of storing, receiving or transmitting information or electronic signals are not permitted in an examination room under any circumstances.
7. No student may communicate with another student in the examination room while the examination is being conducted.
8. No student may by any act or omission cause any nuisance, annoyance or interference to any other student. (If the student does not comply with an instruction given by the Supervisor then that student will not be entitled to complete the examination and must leave the examination room immediately.)
9. A student must not write or draw anything offensive on any examination materials.
10. No food or drinks, other than water, are allowed in the examination room. Students may bring water to the examination providing that the water is in clear plastic bottle (all labels must be removed). The water bottle must have a secure lid and the capacity of the bottle must be no more than 1500ml. Water bottles must not be placed on the desk/table at any time and water bottles must not be refilled during the examination or shared between students.
11. A student must not tear out any part of a script book, question and answer book or answer book unless instructed to do so on the examination paper or by the supervisor.
12. No student will be allowed to leave the room until the end of time is signalled.
13. During the reading time a student may study the directions for the examination, the question book and a dictionary (if permitted in the examination). A student must not begin to write or mark his/her paper in anyway or use a calculator until the signal to write is given.