



# NOTRE DAME

CATHOLIC SECONDARY SCHOOL

## SEMESTER 1 - FINAL EXAM SCHEDULE - JANUARY 25, 2024 – JANUARY 31, 2024

THURSDAY JANUARY 25	FRIDAY JANUARY 26	MONDAY JANUARY 29	TUESDAY JANUARY 30	WEDNESDAY JANUARY 31	THURSDAY FEBRUARY 1
<b>PERIOD 1</b>  FINAL EXAM	<b>PERIOD 2</b>  FINAL EXAM	<b>PERIOD 3</b>  FINAL EXAM	<b>PERIOD 4</b>  FINAL EXAM	Exam Contingency Day	<b>EXAM REVIEW DAY*</b>  *Teachers will be available for students to review exams in designated rooms from:  8:20 am – 12 noon & 1:00 pm to 2:00 pm

- All exams begin at **8:30 A.M.** Locations will be posted in the spectrum and on our ND website and socials.
- Grade 9 & 10 Exams are 1 ½ hours in length; Grade 11 & 12 Exams are 2 hours in length
- Students must be in full uniform
- Students do not attend school on days they don't have exams

Please Note: Parents are requested to schedule holidays and family events so as not to conflict with the final exam period - January 25 through to February 1, 2024.

# EXAMINATION PROCEDURES FOR STUDENTS

## TEXTBOOK RETURN

All textbooks and course materials will be collected from your desk at the beginning of the exam. Students **must return all texts/materials issued by your teacher**. Students who do not have the textbook/course materials or the cheque to pay for these school materials will be sent to the Vice-Principal. Parents will be contacted. Students who still have outstanding texts/materials after exams **will not be issued any textbooks/materials for Semester 2 courses** until all outstanding items are returned or payment has been received.

## EMERGENCY CLOSURE POLICY

In an emergency situation, if buses are canceled but the school is open and/or the school is closed, then no exams will be written on that date and students will be notified on the local radio stations. Information relating to school closures may also be found on the HCDSB website at [www.hcdsb.org](http://www.hcdsb.org). Exams will be written **on the next school day** and the remaining exam schedule will be moved back one day. This means that if the buses are canceled on a Tuesday, the Tuesday exams will be written on Wednesday, the Wednesday exams on Thursday, etc.

## CONFLICTS

Any student with a conflict must report the conflict to Mr. Ilczyszyn or Mrs. Morrow, Vice-Principal immediately. The deadline to do so is **Wednesday January 10, 2024**. Special arrangements may be made under extenuating circumstances.

## POLICY- STUDENTS MISSING EXAMS

If a student is absent due to illness, the parents/guardians must contact Mr. Ilczyszyn or Mrs. Morrow by 8:00 AM on the day of the exam. A medical note may be required. The examination will be rescheduled upon discussion with administration. **Absences not substantiated by a medical certificate or not authorized by the school may result in a mark of “0”.**

## DRESS CODE

The 2023/2024 examination days are **regular uniform** days. Regular school uniforms are to be worn during the examination period. Students are allowed to wear civvies on Thursday February 1, Exam Review Day.

## EXAMINATION PROTOCOL

- Students who are not scheduled to write an examination are not required to be in school.
- Students are responsible for being at the examination at the proper time and date.
- Students who arrive late for exams must report to the Attendance Office before proceeding to the examination room.
- All paper supplies required to write the examination will be supplied by the teacher. Students are expected to bring their own pens, pencils, erasers, rulers, calculators, etc... These items cannot be borrowed from other students during the exam.
- Coats, notes, bags, etc... are not allowed in the examination rooms. Leave these items in your lockers.
- **Personal electronic devices are banned from all examination rooms.** The use of any device (smart phones, iPhones, iPads, etc....) that interferes with or disrupts any examination will result in the student being removed from the examination room. **This may result in a mark of “0”.** Leave these items locked in your locker.
- Once the exam is in progress, no students will be allowed to leave the room unless accompanied by a teacher.
- Cheating Policy: All instances of cheating are considered serious and will be reported to the Vice-Principal.
- Students writing a 2 hour exam may leave after 1.5 hours or must wait until the end of the 2 hour examination. Students writing a 1.5 hour exam may leave after 1 hour or must wait until the end of the 1.5 hour examination.
- Once finished their exam, students must either leave the building or report to the cafeteria. Students cannot wander the building as this will disturb exams in progress.
- School buses will pick up and drop off at their regularly scheduled times on exam days

# Summary of Final Assessments Gr. 9 - 12

Teachers will communicate exact course weightings for final assessments.

<i>Subject</i>	<i>Final Assessment Gr 9/10 (30%)</i>	<i>Final Assessment Gr 11/12 (30%)</i>
Arts	Culminating	Culminating
Business	Culminating/Exam BTT1O1 - Culminating Only BBI2O1 - Culminating + Exam	Culminating/Exam BAT4M1 - Culminating + Exam BAF3M1 - Culminating + Exam BMI3C1 - Culminating + Exam IDC4UM - Culminating + Exam CIA4U1 - Culminating + Exam IDC3O1 - Culminating + Exam
Canadian and World Studies	Grade 9 Geography- Culminating Only Grade 10 Civics- Culminating Only	All senior CWS courses Culminating/Exam

	Grade 10 History- Exam & Culminating	
English/ESL/Moderns	Culminating	Culminating
Guidance and Career Education; Cooperative Education	Culminating	Culminating
Mathematics	Grade 9 (MTH1W): Culminating + EQAO*if *EQAO to be written on Exam day (refer to email sent Fri. Dec. 12th)  Grade 10 Applied (MFM2P): Culminating  Grade 10 Academic (MPM2D): Culminating + Exam	Culminating + Exam
Physical Education	Culminating	Culminating for open level courses  PSK 4U - Culminating/Exam
Religion and Humanities	Culminating	University and University/College -Culminating/Exam  College - Culminating
Science	Culminating/Exam	Culminating/Exam

<b>Special Education</b>	Culminating	Culminating
<b>Technological Studies</b>	Culminating	Majority of Courses - Culminating University/Mixed courses - Culminating/Exam