

Other Details...

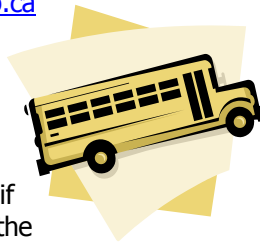


TEXTBOOK RETURN

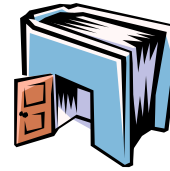
- Students will return textbooks to the relevant exam supervisor on the course exam day, or earlier, unless otherwise instructed. The last day of the semester is Thursday, February 1, 2018 which is the deadline for paying for lost/damaged textbooks.
- Settle any lost items or fines before the exam day.
- Students with textbook problems and students with outstanding debts and/or books owing to the library on exam days will be directed to report to the office and speak to a Vice-Principal, before or after (but not during) their exam.

School Closure or Bus Cancellation

- School buses run on their regular schedule during the evaluation days and exam schedule.
- Listen to local radio and check the school board website at www.wrdsb.ca by 6:30 AM for any announced cancellations.
- **Should schools be closed, or school buses cancelled, during the Final Evaluation Day Schedule January 19th – January 24th,** the extended block assessments will be deferred to **Thursday, January 25** (in such a case a special schedule will be communicated, if there is a need, via the school's website chc.wrdsb.ca and throughout the school).
- **Should schools be closed, or school buses cancelled, during the Final Exam Day Schedule - January 26th – February 1st,** the examinations will be postponed and moved forward by one day. Any such changes will be communicated via the school's website chc.wrdsb.ca. **However, the PA Day scheduled for February 2nd will not be moved due to inclement weather cancellations.**



Report cards for semester one will be handed out during period 1 February 15, 2018. Report cards not picked up during period 1 can be picked up from the office. Office hours are from 8:25 AM until 2:25 PM.



Cameron Heights Collegiate Institute FINAL EVALUATION & FINAL EXAM DAYS

The Rules....

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."



Absences: All final examinations must be written on the days and at the times shown on the evaluation days and examination schedule. **It is each student's responsibility to be in the right place at the right time.** During the evaluation days the week of January 19th – 24th students must attend all classes as well as specified assessment periods if applicable. During the exam week of January 26th – February 1st, students are required to be in school only when they must write an exam. If you are absent for an exam a medical certificate must be submitted by the last day of the exam cycle.

Lates: Plan to arrive 15 minutes before the exam to prepare and to return texts. If you arrive late, report to the Main Office. There may be a time penalty for late arrivals.

Conflicts: A conflict is when two exams are scheduled for a student in the same time slot. Students with conflicts should complete a Conflict Resolution form. See the Vice Principal responsible for exams prior to the examination period.

Materials: 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). If brought into the room, all handheld electronic devices must be powered off and stored out of sight for the duration of the exam (**this includes, cell phones, cameras, and video gaming systems**). Any students found using unapproved examination aids will be referred to their VP for disciplinary measures and the examination will not be counted toward the final mark.

While in the Exam: Students are not to remove any paper from the examination room. No talking during the exam. Sit where instructed to by the exam supervisor and remain seated until all the papers are received and the teacher dismisses the class.

NO EARLY DISMISSAL for any 1.5 hour exams. For two hour exams, teachers may release students at **1.5 hour only**

Leave the school following an exam. DO NOT go to lockers if exams are still being written.

Study Areas: The Library will be open for quiet study during exams from 8:00 am until 12:00 pm. Students who wish to talk, eat, or study in groups may use the cafeteria. All other areas of the school are out of bounds. Computers are NOT available for use during this time.