

March 1, 2019

Dear Parent/Guardian:

On **Wednesday March 27, 2019**, Grade 10 students will write the Ontario Secondary School Literacy Test (OSSLT). Any senior students who have not yet completed the OSSLT will also write the test on March 27.

The Literacy Test, administered by Ontario's Education Quality and Accountability Office (EQAO), is used to determine whether a student has the reading and writing skills expected by *The Ontario Curriculum* across all subjects and up to the end of Grade 9. The successful completion of this test or the Ontario Secondary School Literacy Course is a requirement for the Ontario Secondary School Diploma. In June, EQAO will send our school the results for each student which will in turn, be shared with you.

Staff at the school has been working to prepare all test writers and will continue to do so. Students are also encouraged to visit <https://sites.google.com/googleapps.wrdsb.ca/ossltprep> for information, instructions and practice activities.

In order to create a positive environment and optimize the conditions for success, we have modified the instructional day for all students at GCI on March 27th:

Wednesday March 27th		
Breakfast; Information in Cafeteria	15 minutes	8:00 - 8:15 am
Literacy Test	Instructions	10 minutes
	Booklet 1	90 minutes
	Break	15 minutes
	Booklet 2	90 minutes
	Student Survey	10 minutes
Lunch	50 minutes	11:55 – 12:45 pm
Tutorial session for periods A, B and C	50 minutes	12:45 – 1:35 pm
Tutorial session for periods D and E	50 minutes	1:35 - 2:25 pm

It is important to also note the following:

- Each of the test booklets is expected to take 75 minutes to complete, however students will be provided as much time as is needed to complete each booklet.
- Students will not be allowed to leave the test room until after 75 minutes.
- School buses will run at their regular times.
- Regular attendance reporting procedures will remain in effect. Any student who does not attend school will be marked absent.
- Students not writing the test will only have access to the cafeteria while the test is in progress and for the purpose of quiet, independent study. Since many school staff will be administering the test, no regular classroom instruction will take place in the morning.
- Test writers absent on March 27th, will have to wait until the spring of 2020 for the next opportunity to write the Literacy Test.
- The library will be unavailable the whole day because this space is required for test writers.
- When the test period is complete, teachers will be available to provide all students with tutorial assistance in all subjects and at all grade levels. Teachers will announce the location of their afternoon tutorial sessions to their students prior to March 27th and post this information on department office doors.

These adjustments are being made across the Waterloo Region District School Board in order to provide the best conditions possible for students writing the test. If you have any concerns or questions, please feel free to contact me.

Sincerely,

Bev Wood, Principal