

March 9, 2015,

Dear Parents and Guardians:

Re:

On **Thursday March 26, 2015** the Ontario Secondary School Literacy Test (OSSLT) will be written in high schools across Ontario. Successful completion of the OSSLT is a graduation requirement.

In order to optimize the conditions for the successful completion of this diploma requirement, and to provide supervision and support for all students involved, we have made some adjustments to our school day. These adjustments are consistent with our Board's direction for the administration of the test.

- Students writing the test should report to the school by 7:45 a.m. A complimentary light breakfast will be available in the cafeteria at 7:45 a.m. A mandatory information meeting will take place in the cafeteria at 8:05 a.m.
- Students should report to their test room by 8:20 a.m. with a pencil or a blue or black pen. The test will begin at 8:30 a.m. **All electronic devices are prohibited in test rooms.**
- Many students will require assistance with the test until 2:25 p.m.; consequently, we need the school to be quiet throughout the day.
- Regular classes will not be scheduled on Thursday March 26th.
- In the afternoon, tutorial assistance will be available. Students accessing help during tutorial sessions should report to the main office and sign in.
- **Buses will run at the regular times.**

| GCI OSSLT Timetable – Thursday, March 26, 2015 | | |
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| Breakfast | 20 minutes | 7:45 a.m. - 8:05 a.m. |
| Information meeting in cafeteria | 10 minutes | 8:05 a.m. - 8:15 a.m. |
| Instructions | 10 minutes | 8:30 a.m. - 8:40 a.m. |
| Booklet 1 | 75 minutes | 8:40 a.m. – 9:55 a.m. |
| Break | 15 minutes | 9:55 a.m. - 10:10 a.m. |
| Booklet 2 | 75 minutes | 10:10 a.m. - 11:25 a.m. |
| Student Survey | 10 minutes | 11:25 a.m. - 11:35 a.m. |
| Lunch | 60 minutes | 11:35 a.m. - 12:35 p.m. |
| Tutorial Session 1 – Periods A, B & C | 55 minutes | 12:35 a.m. - 1:30 p.m. |
| Tutorial Session 2 – Periods D & E | 55 minutes | 1:30 p.m. - 2:25 p.m. |

For more information please visit our school website at <http://gci.wrdsb.ca/> and the Education Quality and Accountability Office website at www.eqao.com.

These adjustments have been made across the Waterloo Region District School Board in order to facilitate the administration of the OSSLT in a manner that provides for the best conditions possible for the students who are writing. If you have any concerns or questions regarding the Literacy Test, or the schedule for March 26, please feel free to contact our administration.

Sincerely

Beverly Wood,
Principal