

## Practical Assessment Week 7 Mon 10 - Fri 14th June 2024

**Briefing for Practical Assessment Week 2024** for students and staff, please carefully read these, be proactive and ask if you are unsure.

Morning sessions are 9-12 and afternoon 1:10-4:10 . Please click on the **Briefing notes link above and read carefully. Note: there is no early access to tuckshop if you have an assessment. You must bring your own lunch from home. They will only be selling at the normal break times.**

Most assessments are **three hours long starting at 9am or 1:10pm respectively** (unless indicated in brackets). Some assessments run over several sessions during the week. Therefore, students must make **appointment times with their teacher** and if necessary should reschedule around other assessment times.

If you have any **clashes**, discuss with your subject teacher(s) to rearrange an alternative assessment time. Please email Mrs Friend if you have any other questions.

### NOTE:

1. All Yr 11-13 students in Normal Classes on Monday, aside assessments.
2. All Yr 11 and 13 in Normal Classes on Tuesday, Year 12 offsite learning, aside assessments.
3. Wed - All Yr 11 in Normal Classes, 12 and 13 offsite learning, aside assessments.
4. Thurs - All Yr 11, 12 and 13 offsite learning, aside assessments.
5. Fri - All Yr 11, 12 and 13 offsite learning, aside assessments.

**Mon / Tues - If students have an exam starting at 1.10pm, they will need to leave their Period 4 class at 12.45pm to eat lunch. There will be no early access to the tuckshop.**

**Likewise, if they have an assessment that finishes at 12pm, students will need to have a quick 10/15 min break before they go to Period 4. Thanks for your understanding.**

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Times	Mon 10	Tue 11 - Yr 11 and 13 in Normal Classes, Yr 12 off site learning except when doing assessments	Wed 12 - All Yr 11 in Normal Classes and Yr 12-13 offsite learning from home, L1/3 Hist Trip in Afternoon	Thurs 13 - All Yr 11 -13 offsite learning from home except when doing assessments	Fri 14 -All Yr 11-13 offsite learning from home except when doing assessments.
<b>Am Session 9-12pm</b>	Normal Classes for all Y11, 12 and 13 except L1/2 DVC in P8	Level 1 Normal Classes	Level 1 Normal Classes	Level 1 1MAT in CG1 / N5, access to N2 for printing Teachers: MP, AF	Level 1 L1 PE in Gym with ML
		Level 2 L2ENG (84) students in S7, S9, S10 - 3 hours Teachers - LS, CK, GC	Level 2 L2 PHOTO in M9, Teacher: MK L2ART in M10, Teacher JA L2 ENP Speeches (20 mins) in S8 Teachers: DF, LS	Level 2 L2Chem - REDOX in Lab Teacher: PB, VC L2 ENP Speeches (20 mins) in S8 Teachers: DF, LS	Level 2 L2Chem - IONS in Labs with PB / VC TBC
		Level 3 Normal Classes: except those with L3ENP Speeches (20 Mins each) in S5 Teachers - NM, DF	Level 3 L3 FTE in P4 Teacher: GB	Level 3 L3 PHOTO in M9, Teacher: MK	Level 3 L3ENP Speeches (20 Mins each) in S5 Teachers - NM, DF L3ART in M9. with MK
<b>PM Session 1.10-4.1 0pm</b>	Normal Classes for all Yr 11, 12 and 13 except for 4 L2 Bio students (Osmosis) - 1hour Teacher - GT  L2ENP - 3 hours in S8 Teacher: LS, DF	Level 1 Normal Classes except Drama Rehearsal Teacher: DL, Room RS	Level 1 Normal Classes	Level 1 1ART in M9 and M10 with MK, JA	Level 1
		Level 2 L2 Osmosis - 3 hours, Teacher GT Drama Rehearsal Teacher DL, room RS5	Level 2 L2JAP in S2, Teacher: KI L2 ENP Speeches (20 mins) in S8 Teachers: DF, LS	Level 2 L2 ENP Speeches (20 mins) in S8 Teachers: DF, LS L2 FTE in P4, Teacher: GB	Level 2 L2OED Rock Session 3
		Level 3 Normal Classes except Drama Rehearsal, L3ENP Speeches (20	Level 3 L3 Chem REDOX in Lab Teacher: PB / VC TBC	Level 3 L3 ENP Speeches- in S5. Teacher: NM L3MAC in P2 with RM	Level 3 L3ENP Speeches (20 Mins each) in S5

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		Mins each) in S5 Teachers - NM, DF L3 ENG in S9, Teacher: LS			Teachers - NM, DF
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# BRIEFING FOR PRACTICAL ASSESSMENT WEEK 2024

## Before the day of assessment

- Check the timetable carefully. Most assessments are **three hours long**. Some assessments run over several sessions during the week i.e L2 and L3 Practical English. Therefore, students must make **appointment times with their teacher** and if necessary should reschedule around other assessment times.
- If you have any **clashes**, discuss with your subject teacher(s) to rearrange an alternative assessment time.
- **Assessments are compulsory**. Set an alarm on your phone if needed, but don't be late.
- **You must be in Full Correct Uniform**.
- **Come prepared** - water in a transparent bottle and a **clear plastic bag** with blue and black pens, pencil, eraser, scientific calculator, ruler and handkerchief/tissues.
- **Be fit and healthy**, eat well and sleep well. If you are genuinely **sick, phone the school ASAP and also email the teacher running the assessment that you will be missing**.

## On the day of assessment

- **Be punctual**, know your start time(s) and arrive 30 minutes before the start time of each assessment. If you arrive more than 30 minutes after the official start of the assessment you will NOT be able to sit the assessment.
- Follow the NZQA and department **assessment conditions**.
- **Phones and smartwatches** turned off and should be in your bags.
- **Organised entry into the assessment room**. Line up, quietly enter and sit as directed by your supervisor and follow all directions closely.
- **Appropriate communication with other students** as directed by the supervisor.
- **Write in black or blue pen only** and correcting fluids are not allowed. Cross out anything you do not wish to be marked.
- **At the end of the assessment** hand in **all** question and answer scripts in the room and any rough notes as well.

**Remember Via Veritas - Be respectful of property and others by** keeping desks clean, disposing of rubbish and moving quietly around our school (as others will be working), and be respectful of yourself, be prepared for these assessments.