



## NEWTON MOORE SENIOR HIGH SCHOOL

### Year 11 and 12 Semester 1 2017 Written Examinations Student Instructions



At Newton Moore Senior High School we follow the examination protocols prescribed by the School Curriculum and Standards Authority in preparation for the WACE ATAR examinations which are conducted in the final semester of Year 12. Students are expected to adhere to the instructions outlined below.

#### Arriving to and Departing from an Examination

- Candidates should be at the examination venue at least **15 minutes** before the examination.
- Candidates will not be admitted after the expiration of half an hour from the time fixed for the commencement of the work period of an examination, other than under exceptional circumstances and by express permission of the supervisor.
- Candidates **must not talk** once inside the examination room. This **includes entering and leaving the room**.
- Candidates will be warned 15 minutes prior to the time the examination is due to finish and must stop writing immediately they are asked to do so by the supervisor. Candidates should not leave their desks until papers in the room have been collected. They may leave the examination room in an orderly fashion when directed by the supervisor.
- No candidate to whom an examination paper has been supplied will be allowed to leave the examination room until 1 hour after the commencement of the examination. Arrangements however can be made for a candidate to temporarily leave the examination room and remain under suitable supervision during this absence.
- Where examinations are combined in one room with different time allocations, **students leaving the examination room are required to show the utmost consideration for other students still working**.
- Candidates are not permitted to remove examination materials from the examination room. Unauthorised removal of examination materials from the examination room will result in cancellation of part(s) removed, and the matter may be reported to the police.

#### General Instructions

- Candidates are required to observe all instructions given by the supervisor/s and to note carefully any instructions that appear on the front of the examination paper.
- **Reading Time.** Reading time is for reading only. **No writing, highlighting, underlining or use of calculators is permitted during this period.** The purpose of this time is for you to read all instructions on the paper, familiarise yourself with the questions and determine which questions you will do first.
- It is important that students do not put any stray marks anywhere on the multiple choice answer sheets and only mark the box/circle to indicate your answer.
- All written responses to examination questions must be in English unless otherwise specified in the question/exam.
- There are no supplementary examinations. If a candidate misses an examination due to sickness or misadventure, they can apply for special consideration in line with the School's Assessment Policy.

#### Candidate Behaviour

- Blatant disregard of examination room regulations will result in the removal of the candidate from the examination room.
- Cancellation of whole or parts of a candidates paper may occur where the candidate fails to follow the examination instructions and considered to have given the candidate an advantage over the other candidates.
- Eating is not permitted in the examination room. Exceptions may apply for students with medical conditions. In this case applications are made to the school prior to the examination period.

### **Authorised Materials** (further information from the School Curriculum and Standards Authority is attached)

- Candidates are not permitted to share equipment.
- No writing paper, books or manuscripts may be brought into the examination room, other than those specifically permitted and shown on the front cover of the examination paper.
- **Stationery** - Candidates must provide their own pens, pencils, highlighters, rulers, erasers, correction fluid and other items specified or recommended for their subject. Any equipment brought into the examination room will be subject to inspection. Equipment should only bear the original inscribed information and carried in a clear plastic cover. For multiple-choice sections, candidates must use blue or black pen when recording their responses on the relevant recording sheet.
- **Calculators** - Approved calculators are permitted in examinations for some subjects. Calculators must be used silently and must not contain any Aplet or program that transforms it into an unauthorised calculator. Any candidate found in possession of an unauthorised calculator will be in breach of the examination rules. Approved calculators for specific exams are detailed in Appendix A.
- **Water bottles** – Water bottles can only be clear containers with **no labels** and contain only water. (They cannot be refilled during the examination). They must have a secure lid and the capacity of the bottle should not exceed 1500mls.

### **Unauthorised Materials**

- Mobile telephones, bags, pencil cases not made of clear material, calculator cases/covers, calculator instruction booklets, blank paper, map templates of any description, MP3/iPods/iPads/laptop computers, external storage media.
- **Dictionaries** – dictionaries are not permitted in any of the written examinations with exception of all Language courses other than English.

### **Dress Requirements**

- Candidates are required to conform to school dress standards and are reminded to be prepared for all temperatures.
- **Hats** – Candidates are not permitted to wear caps or hats in the examination room. Except if student has a medical reason. They should be removed and left outside with the candidate's possessions prior to entering the examination room. Veils or headwear, worn for cultural or religious are considered exempt.

### **Communication in the Examination Room**

- During an examination no communication between candidates is allowed. Candidates wishing to communicate with a supervisor should raise their hand to attract attention.
- Any collusion between candidates will result in the cancellation of the subject paper of each of those involved with an inspection of prior papers in any common examination for evidence of collusion.

**Breaches of the examination rules will be reported by the supervisor/ staff and penalties will be applied.**

## **Appendix A – Information and Special Equipment for Examinations**

### **Mathematics: Applications, Mathematics: Methods, Mathematics: Specialist**

- Each WACE Mathematics and Mathematics Specialist examination consists of two sections, Section One: Calculator-free and Section Two: Calculator-assumed.
- The following procedure will be used for sitting each WACE Mathematics and Mathematics Specialist examination:
  - ~ Both sections of the examination paper (Section One and Section Two) will be set out on your desk, along with the corresponding formula sheet.
  - ~ You will be required to place, in order, your notes, Section Two of the examination paper and your calculator, on the floor under or beside your seat. You may not touch these materials until instructed to do so.
  - ~ If you complete Section One early, you will not be allowed to start Section Two until instructed to do so.
  - ~ Section One papers will be collected before you start Section Two.
- Formula sheets are provided for use in both sections of the examination.
- Up to two (2) A4 sheets of notes may be used only in the calculator-assumed section only. These notes should be flat and contain no folds. They may be written on both sides, but must not have other notes attached to them (including sticky notes). The notes on the sheets may come from any source: handwritten, typed or photocopied. The font on the sheets may be of any size.
- Scientific, Graphic, Computer Algebraic System (CAS) and Non-programmable calculators are permitted in Section Two of the mathematics examinations. Candidates can take up to three CAS, graphic or scientific calculators. Any brands of these calculators are permitted.
- MATHOMAT and/or Mathaid.
- Drawing instruments, ruler.

### **Biological Science**

- 2B, B or HB pencils.
- Up to three Non-programmable calculators. Any brands of these calculators are permitted.
- Ruler.

### **Chemistry**

- 2B, B or HB pencils.
- Up to three Non-programmable calculators. Any brands of these calculators are permitted.
- Ruler.

### **Economics**

- Up to three Non-programmable calculators. Any brands of these calculators are permitted.

### **Engineering**

- MATHOMAT and/or Mathaid.
- Compass, protractor and set square, ruler.
- Up to three Non-programmable calculators. Any brands of these calculators are permitted.

### **Geography**

- 2B, B or HB pencils.
- Approved drawing and measuring instruments consisting of coloured pencils, a drawing compass, dividers and string.
- Up to three Non-programmable calculators. Any brands of these calculators are permitted.

### **Human Biology**

- 2B, B or HB pencils.
- Up to three Non-programmable calculators. Any brands of these calculators are permitted.
- Ruler.

**Indonesian**

- A dictionary may be used in the **preparation time of the oral examination** and the **entire written examination**
- One combined dictionary (Indonesian/English and English/Indonesian) OR Two separate dictionaries (one English/Indonesian and one Indonesian/English) is permitted.

**Japanese**

- A dictionary may be used in the **preparation time of the oral examination** and the **entire written examination**
- One combined dictionary (Japanese/English and English/Japanese) OR Two separate dictionaries (one English/Indonesian and one Indonesian/English) is permitted.

**Physical Education Studies**

- Up to three Non-programmable calculators. Any brands of these calculators are permitted.

**Physics**

- MATHOMAT and/or Mathaid.
- Compass, protractor and set square, ruler.
- Up to three Non-programmable calculators. Any brands of these calculators are permitted.

**Psychology**

- Up to three Non-programmable calculators. Any brands of these calculators are permitted.