



# 2024 HSC TRIAL EXAMS FRIDAY JULY 29<sup>TH</sup> - FRIDAY AUGUST 9<sup>TH</sup> TIMETABLE & PROCEDURES

Name: \_\_\_\_\_

## CHECK & HIGHLIGHT ALL YOUR EXAMINATION TIMES.

- Record them in a calendar. This will help organise your preparation.
- You will receive a **task notification** for the examination from your class teachers. This may include more detailed information about the examination, its structure and supplied/required equipment (e.g. calculators, geometry equipment, pencils etc).

## ON THE DAY

- You are required to be at the venue (HALL, PWS or E block) **20 minutes before** the start of your exam.
- Being late to the examination will result in less time to complete the paper. Prepare your travel, mindful of possible delays.
- Black or blue pens are required for all courses in a clear plastic sleeve.
- Full regular school uniform is to be worn for all exams.
- Students are required to remain in the exam room for the **entire duration** of the examination. **Early departures are not allowed - no exceptions.**

## DANCE, DRAMA & MUSIC PRACTICAL EXAMINATIONS

These are schedules across different days. Rachel Zoglmeyer, Deb Franco and Bridgett Letters will issue your individual times for each practical examination.

- Music Practical Examinations are **Monday, July 1st, Week 10, Term 2** sessions 1 & 2.
- Drama Practical Examinations are **Thursday, July 4th Week 10, Term 2** sessions 1, 2 & 3.
- Dance Practical Examinations are on 2 separate days in Week 1 (see timetable below):
  - **Thursday, July 25th Week 1, Term 3**
  - **Friday, July 26th Week 1, Term 3**

## DISABILITY PROVISIONS

Shannon Finemore will issue an individual timetable to all students who are eligible to receive Disability Provisions. If you have successfully applied for Disability Provisions, please check your personalised timetable for times and locations. See Shannon Finemore or Rachel Kelso if you have any questions or concerns.



**Term 3 Week 1A**

<b>Thu July 25th</b>	DANCE <b>PRACTICAL</b> 8:30 AM - 3 PM (session times TBC with the class teacher)
<b>Fri July 26th</b>	DANCE <b>PRACTICAL</b> 8:30 AM - 3 PM (session times TBC with the class teacher)

**Term 3 Week 2B**

	<b>Morning Session 8:00 AM Start</b>	<b>Afternoon Session 11:55 start</b>
<b>Monday, July 29th</b>	EAL/D Paper 1 HALL 8:00 - 9:40 English Advanced Paper 1 HALL 8:00 - 9:40 English Standard Paper 1 HALL 8:00 - 9:40 English Studies Examination PWS 8:00 - 10:40	Music 1 D02 11:55 - 1:00 pm
<b>Tuesday, July 30th</b>	English Standard Paper 2 + Listening E08 8:00 - 10:05 English Advanced Paper 2 HALL 8:00 - 10:05 EAL/D Paper 2 E08 8:00 - 9:40	Design & Technology HALL 11:55 - 1:30 pm
<b>Wednesday, July 31st</b>	Biology HALL 8:00 - 11:05 Modern History HALL 8:00 - 11:05 Exploring Early Childhood HALL 8:00 - 9:35	Entertainment HALL 11:55 - 2:00 pm Legal Studies HALL 11:55 - 3:00 pm Mathematics Extension 1 HALL 8:00 - 10:10
<b>Thursday, August 1st</b>	Community & Family Studies HALL 8:00 - 11:05 Software Design Development HALL 8:00 - 11:05	Drama HALL 11:55 - 1:30 pm Business Studies HALL 11:55 - 3:00 pm
<b>Friday, August 2nd</b>	Economics HALL 8:00 - 11:05 PDHPE HALL 8:00 - 11:05 Physics HALL 8:00 - 11:05 Visual Arts HALL 8:00 - 09:35	

**Term 3 Week 3A**

	<b>Morning Session 8:00 AM Start</b>	<b>Afternoon Session 11:55 start</b>
<b>Monday August 5th</b>	Mathematics Advanced HALL 8:00 - 11:10 Mathematics Standard 1 HALL 8:00 - 10:10 Mathematics Standard 2 HALL 8:00 - 10:40 Mathematics Extension 2 HALL 8:00 - 11:10 History Extension HALL 8:00 - 10:10	Dance HALL 11:55 - 1:00 pm
<b>Tuesday August 6th</b>	Chemistry HALL 8:00 - 11:05 Food Tech HALL 8:00 - 11:05 Ancient History HALL 8:00 - 11:05	Industrial Tech (Timber + Multimedia) HALL 11:55 - 1:35 pm
<b>Wednesday August 7th</b>	Aboriginal Studies HALL 8:00 - 11:05 Engineering Studies HALL 8:00 - 11:05 Retail Services (VET) McDonalds - HALL 8:00 - 10:05 Retail Services VET HALL 8:00 - 10:05 Japanese HALL 8:00 - 11:05	Hospitality F & B HALL 11:55 - 2:00 pm Hospitality Kitchen Operations HALL 11:55 - 2:00 pm
<b>Thursday August 8th</b>	Investigating Science HALL 8:00 - 11:05 IPT HALL 8:00 - 11:05 Society & Culture HALL 8:00 - 10:05	Construction HALL 11:55 - 2:00 pm Textiles & Design HALL 11:55 - 1:35 pm Business Services HALL 11:55 - 2:00 pm
<b>Friday August 9th</b>	English Extension E10 8:00 - 10:10 Science Extension E10 8:00 - 10:05	



# Wyndham College

## Examination Protocols and Procedures

From the Wyndham College Assessment Handbook

### 5. School Assessments under Examination Conditions

*In school assessments are often carried out under examination conditions. Wyndham College uses examination procedures modeled on those used for NESAs external examinations. All students must meet these expectations. Students need to be aware of the examination **Procedures and Code of Conduct** (see below). They ensure the smooth running of examinations and an environment in which all students are able to respond to the best of their ability without disruption from others.*

### 6. Exam Procedures and Code of Conduct.

- Wear a full school uniform. This assists the supervisor identify you as a student of this campus. Bring all necessary equipment in a **CLEAR ZIP LOCK BAG or CLEAR PENCIL CASE**. A black or blue pen, pencil, pencil sharpener, eraser, highlighter and ruler marked in mms and cms are allowed in ALL examinations.
- For examinations requiring a calculator use only a NESAs approved calculator. Make sure it is fully charged.
- You may bring a clear bottle of water into the examination; you cannot leave to refill it.
- Supervisors have the right to inspect any equipment you bring into the examination room.
- Arrive at the exam room 20 minutes before examination start time. It can take some time to find your seat.
- Organise your transport to be early for examinations.
- If you arrive late, entry into the examination will be at the supervisors' discretion. You will not be granted extra time.
- Sit at your allocated desk in the set alphabetical order. Do not swap name place cards.
- Remove your watch and place it in clear view on the desk in front of you. It cannot be a programmable watch. If it is, it will have to stay in your bag or be handed in to the supervisors.
- When instructed, thoroughly check your examination paper – it is possible that pages are missing or there has been an error in the printing.
- Reading time is for reading only. NO writing or highlighting may be undertaken during reading time.
- Read instructions carefully, noting requirements for the use of answer booklets.
- Supervisors are NOT able to interpret exam questions.
- Write your name or NESAs number, as instructed by the supervisor, on every page of your answer booklet.
- Write in black or blue pen, preferably black.
- Stop writing immediately when you are instructed to do so.
- Arrange completed answers according to the supervisor's instructions.
- Do not remove examination papers, booklets or any other examination materials from the examination room including planning notes.
- Only leave the examination room when the supervisor says it is OK to do so. Leave quietly and immediately, when instructed to do, so other exams may still be underway.
- If you are ill or a problem exists during the examination notify the supervisor immediately, by quietly raising your hand.

## Students must NOT:

- Borrow equipment from other students.
- Take mobile phones or programmable watches or other electronic devices into the examination room. They must be switched off and in your bag.
- Speak or communicate to anyone other than a supervisor during the examination. Behave in a manner that is likely to disturb or disrupt other students.
- Bring any food or drink into the exam hall.
- Participate in any form of malpractice. Cheating or malpractice may result in zero marks being awarded, an 'N' determination issued and/or being placed on the **NESA Academic Malpractice Register**.

## What you must do if you are unwell on the morning of the exam.

*Trial HSC exams are very important and must be attended by all students. Only under extreme circumstances of illness or misadventure should you miss an exam.*

You or your parent/guardian **MUST** contact the school **BOTH** by phone at 92087100 and email the Head Teacher (list below). They need to know on the day of the examination that you will not be attending **the morning of the exam and why**.

An illness /misadventure application must be completed for every missed exam.

- If sick you are required to **get a Medical Certificate** for the day(s) you are absent. This must **state the type of illness in detail** (unfit for school will not be accepted).
- You need to keep your teachers informed and notify them when you will return to school.
- Make-up exams should where possible be resat during the exam period.
- The Subject Head Teacher will reschedule your exam.

## MISADVENTURE POLICIES AND PROCEDURES

The New South Wales Education Standards Authority (NESA) Illness/Misadventure program assists students who:

- are prevented from attending an examination (including a practical examination) due to illness or unforeseen misadventure, or
- consider that their performance in an examination has been affected by illness or misadventure immediately before or during the examination.

Please note the extract from the Wyndham College HSC Assessment Handbook below  
*iv. Students who fail to attend on the specified date an assessment task (including examinations) which is to be completed at school **must be given zero if they have no valid reason.***

*v. ... but who have a valid reason (such as sickness or approved leave validated by appropriate documentation) are eligible for the full mark allocated to the task if they have completed the task.*

*A medical certificate is an essential component of a successful Medical Misadventure Application. You need to complete a [form](#) available on the school [website](#).*

[STUDENT APPEAL FORM - Illness Misadventure](#).

<b>Course</b>	<b>Head Teacher</b>	<b>email</b>	<b>Course</b>	<b>Head Teacher</b>	<b>email</b>
Aboriginal Studies	Anjani Bachu	anjani.bachu2@det.nsw.edu.au	Exploring Early Childhood	Dallas Richmond	dallas.richmond@det.nsw.edu.au
Ancient History	Lis Viney	lis.viney@det.nsw.edu.au	Food Technology	Dallas Richmond	dallas.richmond@det.nsw.edu.au
Biology	Helen Shandil	helen.shandil@det.nsw.edu.au	Hospitality F & B	Debra Dunn	debra.dunn@det.nsw.edu.au
Business Services	Debra Dunn	debra.dunn@det.nsw.edu.au		Brendan Hewitt	brendan.hewitt1@det.nsw.edu.au
	Brendan Hewitt	brendan.hewitt1@det.nsw.edu.au	Hospitality Kitchen Operations	Debra Dunn	debra.dunn@det.nsw.edu.au
Business Studies	Anjani Bachu	anjani.bachu2@det.nsw.edu.au		Brendan Hewitt	brendan.hewitt1@det.nsw.edu.au
Chemistry	Helen Shandil	helen.shandil@det.nsw.edu.au	Industrial Technology (Multimedia)	Dallas Richmond	dallas.richmond@det.nsw.edu.au
Community & Family Studies	Shannon Finemore	shannon.finemore1@det.nsw.edu.au	Industrial Technology (Timber)	Dallas Richmond	dallas.richmond@det.nsw.edu.au
Construction	Dallas Richmond	dallas.richmond@det.nsw.edu.au	Investigating Science	Helen Shandil	helen.shandil@det.nsw.edu.au
Dance	Karen Tuynman	karen.tuynman@det.nsw.edu.au	IPT	Denis Vlismas	denis.vlismas@det.nsw.edu.au
Design & Technology	Dallas Richmond	dallas.richmond@det.nsw.edu.au	Japanese	Anjani Bachu	anjani.bachu2@det.nsw.edu.au
Drama	Karen Tuynman	karen.tuynman@det.nsw.edu.au	Legal Studies	Anjani Bachu	anjani.bachu2@det.nsw.edu.au
EAL/D	Lis Viney	lis.viney@det.nsw.edu.au	Mathematics Advanced	Denis Vlismas	denis.vlismas@det.nsw.edu.au
Economics	Anjani Bachu	anjani.bachu2@det.nsw.edu.au	Mathematics Standard		
Engineering Studies	Dallas Richmond	dallas.richmond@det.nsw.edu.au	Mathematics Extension 1		
English Advanced	Lis Viney	lis.viney@det.nsw.edu.au	Modern History	Lis Viney	lis.viney@det.nsw.edu.au
English Extension 1			Music	Karen. Tuynman	karen.tuynman@det.nsw.edu.au
English Standard			PDHPE	Shannon Finemore	shannon.finemore1@det.nsw.edu.au
English Studies			Physics	Helen Shandil	helen.shandil@det.nsw.edu.au
Entertainment	Debra Dunn	debra.dunn@det.nsw.edu.au	Retail Services VET	Debra Dunn	debra.dunn@det.nsw.edu.au
	Brendan Hewitt	brendan.hewitt1@det.nsw.edu.au		Brendan Hewitt	brendan.hewitt1@det.nsw.edu.au

## NESA PRACTICAL EXAMINATIONS

Please note that during this very busy time, students in the courses with **NESA Practical Examinations including Major Works** submissions are listed below. This also data is available from the [NESA Site](#).

<b>Course Item</b>	<b>Submission/Performance Date</b>
<b>Society &amp; Culture PIPs</b>	Monday 5th August
<b>Dance</b>	Monday 12th - Friday 23rd August
<b>Textiles &amp; Design</b>	Monday 19th August
<b>Industrial Technology</b>	Thursday 15th August
<b>Drama Projects</b>	Monday 26th August
<b>Drama</b>	Monday 26th August - Friday 6th September
<b>English Extension 2</b>	Friday 23rd August
<b>Design &amp; Technology</b>	Thursday 29th August
<b>Visual Arts</b>	Monday 22nd September
<b>Music Submitted Works</b>	Monday 9th September
<b>Music</b>	Monday 9th September - Friday 20th September
<b>Science Extension</b>	Monday 16th September
<b>Language Orals</b>	Separate Timetable