

2 September 2021

Dear Parents/Carers & Year 11 Students

Re: Preliminary Final Assessment Task 3 2021

Overview

The Preliminary examinations that were set down for Term 3 have been changed and will take on an Alternative tasks style. It will not be a formal examination setting. Individual students will be taking an assessment in a home space with internet access. To replicate a traditional examination environment and to ensure that assessment conditions are met, the following requirements will take place. These apply to the students and teachers.

Student Responsibilities:

The St John Paul II Catholic College Preliminary Task 3 Alternative Tasks will be held from Wednesday **6 October to Friday 15 October**. The timetable outlines each of these tasks. Some tasks may be handed in online and others will be timed responses. Make sure you know the starting times of all your timed responses and the collection time of all hand in tasks. Consult the timetable to make sure you are on time for your allocated task. It is the responsibility of all Year 11 students to log in to their google classroom at the appropriate times. No extensions will be provided during this assessment period.

Home Environment:

Students should set themselves up for online timed responses in an environment that:

- Is private, quiet and free of interruptions.
- Have all of your necessary equipment with you.
- Students must have adequate internet connectivity and access to a device to meet assessment requirements. If there are any issues please contact Mr Regan, Miss Cairns or Mr Albery ASAP.
- If any student who does not have a suitable space and wishes to complete the tasks at school should contact Mr Regan, Ms Cairns or Mr Albery ASAP.

Alternative Tasks Conditions:

Ensure they are on time for when the task is released on google classroom and complete it during that allocated time.

- Have all applications closed on their computer.
- Bring your own paper as Writing pads/booklets will NOT be provided.
- Students are to use BLACK PEN for all of their writing tasks. Black pen is required as the responses during the Preliminary examinations will be scanned for marking.
- Students who receive provision entitlements will receive these normal provision entitlements during the timed responses.
- Your teacher will post the alternative tasks to Google Classroom at the scheduled timed response start time. All tasks will be 1 hour in length.
- When directed by your teacher you should begin your assessment (this may be in the form of a Google Doc and/or Google Form/ zoom link).

- Your teacher will tell you when you may start typing or writing and will tell you when the assessment will end and hand it in / upload the task to google classroom or Education Perfect
- At the conclusion of the alternative task your teacher will give you 5 minutes to take photographs of written work or to scan and upload to Google Classroom. Some responses may be typed so you will need to upload from your device.

Hand in Tasks:

- The task will be sent out in advance on an allocated date.
- Students have an opportunity to complete the task during the time that has been allocated.
- A hand in time / date will be allocated for the task. The task will be due and handed in to the desired platform that has been allocated on the due date and time.

Illness or Misadventure:

If due to illness or any other unforeseen serious circumstance, you are unable to complete the assessment, you must arrange for contact to be made with the College prior (**not after**) to the commencement of the assessment. You will need to complete the illness/misadventure form and supply evidence e.g. Medical Certificate supporting your statement as to why you could not sit for the assessment at the scheduled time. All matters of this nature should be directed to Mr Regan.

Malpractice:

Students who engage in Malpractice will be recorded in a Malpractice Register that is maintained at the School and then uploaded to NESAs prior to the HSC timed response (this **MAY** affect your final HSC result).

If any student has engaged in any form of Malpractice their work will be awarded a **ZERO** mark.

Examples of Malpractice may include:

- copying someone else's work in part or in whole, and presenting it as your own.
- using material directly from books, journals, CDs or the internet (plagiarising)
- submitting work to which another person such as a parent, carer, coach or subject expert has contributed;
- breaching school examination rules, including having access to a mobile phone;
- using non-approved aides during the assessment task;
- assisting another student to engage in malpractice.

Thank you for your ongoing support as we continue to work together to respond to COVID-19. We're so proud of the Class of 2021 and will continue to keep you updated.

Yours faithfully,



Mr Jim Fanning
Principal



Mr Peter Regan
Assistant Principal

St John Paul II Catholic College Preliminary Final Assessment Timetable 2021



Date and Time	Course	Duration	Students	Venue
Wednesday: 6th October, Day 1 Week 1A Term 4				
Session 1	9:00	English Standard	1 Hr	62
		English Advanced	1 Hr	37
Session 2	12:00	NO SCHEDULED EXAMS		
Thursday: 7th October, Day 2 Week 1A Term 4				
Session 1	9:00	Mathematics Standard	1 Hr	75
		Mathematics Advanced	1 Hr	11
Session 2	12:00	NO SCHEDULED EXAMS		
Friday: 8th October, Day 3 Week 1A Term 4				
Session 1	9:00	Music	1 Hr	7
		Ancient History	1 Hr	13
Session 2	12:00	Legal Studies	1 Hr	16
		Textiles	1Hr	11
Monday: 11th October, Day 4 Week 2B Term 4				
Session 1	9:00	PDHPE	1 Hr	36
		Drama	1 Hr	10
		Physics	1 Hr	6
Session 2	12:00	Industrial Tech - Multimedia	1 Hr	12
		Visual Arts	1 Hr	9
Tuesday: 12th October, Day 5 Week 2B Term 4				
Session 1	9:00	Studies of Religion I	1 Hr	54
		Studies of Religion II	1 Hr	31
Session 2	12:00	Community & Family Studies	1 Hr	17
		Modern History	1 Hr	14
Wednesday: 13th October Day 6 Week 2B Term 4				
Session 1	9:00	Business Studies	1 Hr	22
Session 2	12:00	Mathematics Extension 1	1 Hr	4
		Society and Culture	1 Hr	34
Thursday: 14th October Day 7 Week 2B Term 4				
Session 1	9:00	Biology	1 Hr	53
Session 2	12:00	Industrial Tech - Timber	1 Hr	12
		English Extension 1	1 Hr	6



Friday: 15th October Day 8 Week 2B Term 4					
Session 1	9:00	Chemistry	1 Hr	19	
		Dance	1 Hr	5	
Session 2	12:00	NO SCHEDULED EXAMS	1 Hr		
		NO SCHEDULED EXAMS	1 Hr		

INSTRUCTIONS AND RULES FOR ASSESSMENT - Please read the following carefully:

- The St John Paul II Catholic College Preliminary assessments will be held online.
- Tasks will either be released on the day or sent prior to the date of the task.
- They are to be completed in the allocated time frame and then uploaded on the appropriate platform ie google classroom
- Make sure you know the starting times of all your tasks. Consult the timetable to make sure you are on time.
- All assessments that are examinations will commence with 5 minutes reading time. During this time no student will be allowed to write.
- Students are to use **BLACK PEN** for all of their written tasks. Black pen is required as the responses during the Preliminary exams will be scanned for marking.
- Students must ensure that they have adequate internet connectivity and device to complete the assessments
- Normal lessons Year 11 students will recommence on Monday 18th October. The HSC course will start then.
- Instructions will be issued by staff as to each assessment task allocated.
- Any form of malpractice will be treated as a most serious offence.
- Students who for whatever reason are unable to complete an assessment should, in the first instance, report/email/ the teacher concerned, or send an email to Miss Cairns or Mr Albery.

Illness or Misadventure

If due to illness or any other unforeseen serious circumstances, you are unable to come to an assessment, you must arrange for contact to be made with the College prior (**not after**) to the commencement of the assessment. You will need to complete the illness/misadventure form and supply evidence e.g. Medical Certificate supporting your statement as to why you could not sit for the assessment at the scheduled time. All matters of this nature should be directed to Miss Cairns, Mr Albery or Mr Regan.

Students will participate in their normal Preliminary course lessons until the end of Term 3. The tasks will run from Wednesday 6 October until Friday 15 October. No formal lessons will occur on Tuesday 5 October.

NORMAL SCHOOL LESSONS will recommence on Monday Week 3 - 18 October 2021. This will be the start of the HSC 2022 course