



School Examinations and NCEA Assembly Term 3 2022



Assessment Week – 15 September to 23 September

| 2022 Cambridge High School Examination Timetable | | | | | |
|--|---------|---------|--|----------------------|--|
| | Day | Time | Level 1 | Level 2 | Level 3 |
| Day 1 | 15 Sept | 8:40 am | MCAT | DRA ACC HTH | PHY |
| | | 12:10pm | JAP MAO | ENG ENA | ECO MED ACC |
| Day 2 | 16 Sept | 8:40 am | ENG | CLS JAP MAO | GEO FRE |
| | | 12:10pm | BUS | CHE | BIO |
| Day 3 | 19 Sept | 8:40 am | SCI SCA 10SCA BCE SCP SCN | TOU ECO DCE | MAS DCE |
| | | 12:10pm | ECO FRE FAN GATEWAY (MK) | MAT MAA | HIS DTS |
| Day 4 | 20 Sept | 8:40 am | HIS SCIENCE SUP (MK) | PHY BUS | ENG |
| | | 12:10pm | GEO 10GEO | GEO DTS | CMC JAP DRA |
| Day 5 | 21 Sept | 8:40 am | MED HTH DCE | HIS | CHE |
| | | 12:10pm | MAT MAA 10MAA COMMERCE SUP(JFE) | BIO SCI2 | CLS TOU BUS |
| Day 6 | 22 Sept | 8:40 am | CMC MUS LITERACY PILOT CATCH UPS | MED CATCH UPS | MAC HTH CATCH UPS |
| | | 12:10pm | DRA DTS LITERACY PILOT CATCH UPS | CMC FRE CATCH UPS | PSY CATCH UPS |
| Day 7 | 23 Sept | 8:40am | NUMERACY PILOT OED CATCH UPS | OED CATCH UPS | SCHOLARSHIP ENGLISH OED CATCH UPS |
| | | 12:10pm | OED CATCH UPS | OED CATCH UPS | OED CATCH UPS |

Make sure you have checked the exam timetable and you know when your exams are

If you have a clash of exams, you should have received an email from me

If you have a clash of exams and you have NOT received an email from me YOU MUST COME AND SEE ME THIS WEEK!

Assessment Week – Things you need to know

You are not in school during assessment week unless:

- You have an examination; or
- Have arranged a tutorial/catch up session with your teacher; or
- Are required to come in to school for a catch up session

Your teachers will not necessarily be available during your normal timetabled class time

So if you need to see them, make sure you contact them to arrange a suitable time before coming in to school

Assessment Week – Things you need to know

No pencil cases. Pens etc should be in a clear plastic bag. Your phone will be switched off and left in your bag outside the exam room

Only clear plastic drink bottles are allowed

No food is allowed in the exam room, including lollies!

No watches, including smart watches

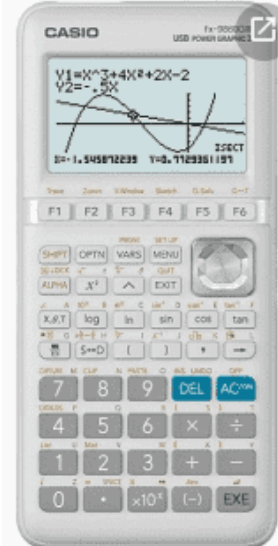
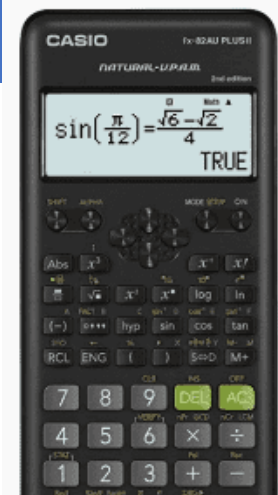


Assessment Week – Things you need to know

Calculators are allowed (except for the MCAT) but teachers will need to clear the memory as you go into the exam room – Bring your own!

No refill or paper is allowed

No bags will be allowed in the exam room so think carefully about what you bring to school



Assessment Week – Things you need to know

You are expected to be in full school uniform, like a normal school day

Do the right thing at all times

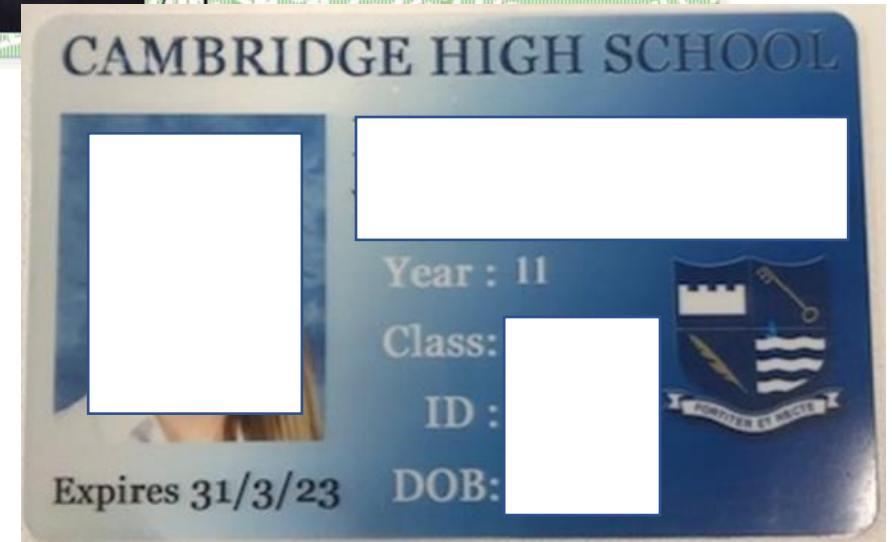
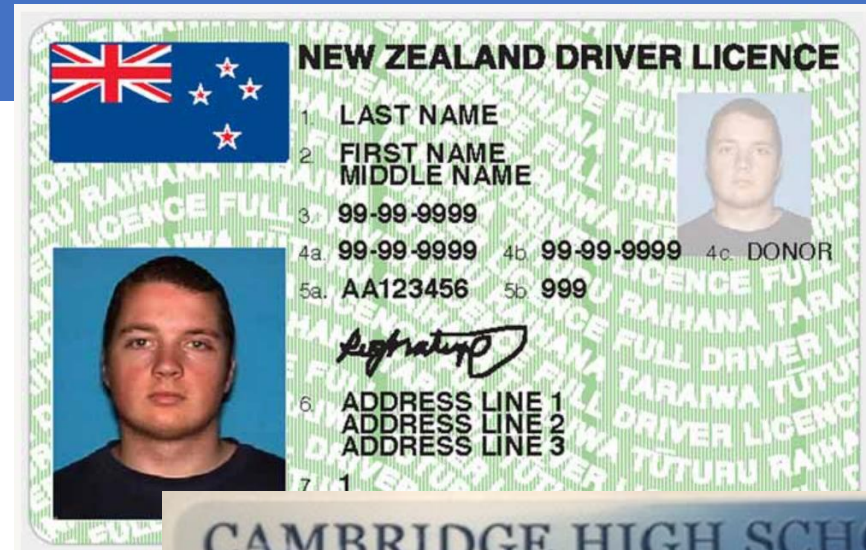


Assessment Week – Things you need to know

You will need to bring to the examination:

- Your school ID card; or
- Your drivers license; or
- Photo ID printed from KAMAR

For your November external exams you will also need to bring your NZQA Admissions Slip



Assessment Week – Exam Rooms and Supervisors

All of the school examinations will take place in either:

- The Hall
- A1
- A2
- F Block

You may not be in an exam room with the rest of your class

You can check which exam room you will be in either by looking at:

- The Daily Notices (the day before)
- Facebook (the day before)
- The whiteboard outside the Admin Building on the morning of the exam

Assessment Week – Special Assessment Conditions (SACS)

If you are entitled to SACs you should have received a form from Mrs Bartch to complete.

If you have not:

- Seen the form
- Returned the form

Please see Mrs Bartch this week

As you know Assessment week is approaching and I would now like to confirm the SACs you want to use for your different subjects' examinations. The SACs you choose now are just for the School Examinations, we will confirm the SACs you want for the external examinations in November later this term.

Please tick the boxes below for the SACs you would like to use for each of your subjects and **return this form to the student office by Wednesday 24 August**. If you have any questions about your Special Assessment Conditions come and see me or talk to the Whare Tautoko team.

Good luck for your examinations

Mrs Bartch

| Subject | SAC condition requested | |
|----------------|--|--|
| Health (HTH1) | <input type="checkbox"/> Computer use <input type="checkbox"/> Separate Accommodation | <input type="checkbox"/> Rest breaks <input type="checkbox"/> No SACs |
| History (HIS1) | <input type="checkbox"/> Computer use <input type="checkbox"/> Separate | <input type="checkbox"/> Rest breaks <input type="checkbox"/> No SACs |

You will be given specific instructions about where your examinations will be ahead of the exam slot

| | | |
|----------------|--|--|
| | <input type="checkbox"/> Separate Accommodation | <input type="checkbox"/> No SACs |
| English (ENG1) | <input type="checkbox"/> Computer use <input type="checkbox"/> Separate Accommodation | <input type="checkbox"/> Rest breaks <input type="checkbox"/> No SACs |

Assessment Week – Exam rooms and Supervisors

The examination supervisors:

- May not be school staff
- May not know you

They will be following NZQA
Examinations Rules



You **MUST** follow the exam supervisor instructions at all times

Be respectful

Any breach of examination conditions will be taken very seriously

Assessment Week – NZQA Rules

External examination information for students



By entering in external assessment, including exams, students agree to follow the rules as outlined in Instructions and [Information for Candidates](#) provided to them in term 4; and to comply with the decisions of NZQA. These rules ensure assessment conditions for all students are fair and allow them to present original work.

Students must not break the rules in any way. NZQA will investigate any possible [breach of the rules](#) and may withhold results where the breach is proven.

For further information on Breaches of the Rules for External Assessment read the [Assessment \(including Examination\) Rules for Schools with Consent to Assess – 2020](#).

Assessment Week – NZQA Rules

▼ About external assessment conditions

Candidates receive a Candidate Information Sheet outlining Rules for candidates and Exam instructions before external assessment begins. Exam supervisors also remind candidates of Exam Instructions at the start of each examination. A list of [banned items](#) is available.

Examples of behaviours that require a breach investigation include bringing any blank or refill paper into an examination room, using notes, talking to, communicating with or disturbing other candidates in any way, accessing a cellular phone or having or using an unauthorised electronic device during any examination.

Assessment Week – NZQA Rules

Banned items

Do not bring the following items into an exam room unless sealed in the emergency evacuation pack:

- blank paper or refill paper
- correcting fluid
- books, written notes or electronic notes
- cell phones or pagers
- English dictionaries, foreign language dictionaries, or te reo Māori dictionaries or translators
- watches of any type (digital or analogue)
- any electronic device which has the capability to store, communicate and/or retrieve information except approved calculators.

Assessment Week – NZQA Rules

During the exam

Students should:

- not borrow equipment from someone else
- not talk to, communicate with, or do anything to disturb other students
- not read or copy another student's work.

Assessment Week – What to do on exam day

- Make sure you know where your exam room is
- Go to the toilet **beforehand**
- Be outside your exam room by 8.30am (morning session)
12.00pm (afternoon session)
- Make sure you have all the correct equipment
- The examinations may run for different lengths, some will be 1 hour, 2 hours or 3 hours
- You will not be allowed to leave the exam room until your examination session has ended
- You **MUST** leave the exam room quietly as others may still be working

Assessment Week – What if I am sick on the day?

If you are sick, your caregiver must contact the school to report your absence:

absences@camhigh.school.nz

Telephone:

+64 7 827 5415

Mrs Bartch will then arrange for you to sit your examination in one of the catch up sessions

| | | | | | |
|-------|---------|---------|--|----------------------|--|
| Day 6 | 22 Sept | 8:40 am | CMC MUS LITERACY PILOT CATCH UPS | MED CATCH UPS | MAC HTH CATCH UPS |
| | | 12:10pm | DRA DTS LITERACY PILOT CATCH UPS | CMC FRE CATCH UPS | PSY CATCH UPS |
| Day 7 | 23 Sept | 8:40am | NUMERACY PILOT OED CATCH UPS | OED CATCH UPS | SCHOLARSHIP ENGLISH OED CATCH UPS |
| | | 12:10pm | OED CATCH UPS | OED CATCH UPS | OED CATCH UPS |

Assessment Week – What if I just don't turn up?

If you do not turn up to an examination, Mrs Bartch will contact your caregiver to advise them you have missed your examination. Depending on the circumstances you may be offered an opportunity to sit the school examination during the catch up sessions



Assessment Week – Why are school exams important?

Exams help you consolidate your learning

- They give you an indication of where your strengths and weaknesses are
- They deepen your understanding
- They prepare you for next year
- They are a life skill



Examinations are not all about
the credits!

Assessment Week – Why are school exams important?

If you are unable to attend your external examinations in November **and you meet the eligible criteria**, you may be able to apply for a derived grade

The derived grade you are awarded is likely to be your school examination grade

Derived grades are not automatic



Derived grades

NZQA approves entitlement to a derived grade to candidates sitting external assessment who meet the eligibility criteria.

Applications are made to NZQA by the school on behalf of a candidate following the submission of a completed application form by the candidate or candidate's parent.

These guidelines do not represent further [rules](#) and procedures but aim to guide candidates and schools to make appropriate applications by:

- clarifying the eligibility criteria and requirements for a derived grade
- assisting schools and candidates to provide sufficient information when making applications

Information for candidates, parents and caregivers

[What is a derived grade?](#)

[Illness, injuries or events considered](#)

[Long-term illness, ongoing conditions or trauma](#)

[Outbreak of notifiable diseases](#)

[Making an application](#)

[What evidence needs to be provided?](#)

[Candidates selected for national representation](#)

[Common questions on eligibility criteria](#)

Information for Schools and Principal's Nominees

[The derived grade process](#)

[What can be applied for:](#)

Temporary illness, injury, trauma or serious event

Significant conditions or events occurring after 1 October

Portfolio subjects

Outbreak of notifiable disease such as measles, mumps or whooping cough

Assessment Week – Learning Recognition Credits (LRC)?

In 2022, students will be entitled to **1 Learning Recognition Credit** earned through assessment, up to a maximum of 10 LRCs.

| NCEA Level | Maximum LRCs |
|------------|--------------|
| 1 | 10 |
| 2 | 8 |
| 3 | 8 |

To receive a **Certificate Endorsement**, students must earn 50 LRCs instead of the usual 50.

To be awarded University Entrance, students must earn **12 credits in a third UE Approved Subject**, and meet the regular literacy and numeracy requirements.

Be careful.....LRCs are awarded on credits earned in 2022. If you have credits carried over from earlier years they will not earn LRCs this year.

If you have questions, talk to your form teacher

Assessment Week Checklist

1. Get organized
study time
2. Know what
and what
3. Set up a g
work, whe
distraction
4. Turn your
notifications on
5. Don't be afraid to ask for help



| | SATURDAY | SUNDAY |
|------------------------------|-----------------------|--------------------------|
| MORNING | MORNING | MORNING |
| FREE 10-11:00 | FREE | FREE |
| STUDY 12-13:00 245-270 | | |
| AFTERNOON | AFTERNOON | AFTERNOON |
| LECTURE 14-15:00 | FREE | MATINEE 15:00 - 17:00 |
| STUDY 17-18:00 270-282 | | |
| EVENING | EVENING | EVENING |
| | DINNER 18:00-20:00 | FREE |