



COLLEGE EXAMINATION POLICY

Purpose:

- To increase student outcomes/ performance in examinations
- To increase student work ethic and motivation in preparation for, and approach to, examinations
- To establish consistent examination procedures across all campuses
- To effectively prepare Yarra Hills students for VCE examinations

Proposal:

- That all students from Year 7- Year 12 sit examinations;
 - Semester 1;
 - Year 12: All subjects
 - Year 11: All subjects
 - Year 10: All subjects
 - Year 9: English, Maths, Science, Humanities and combined electives
 - Year 8: English and Maths
 - Year 7: English and Maths
 - Semester 2:
 - Year 12: All subjects as outlined by VCAA
 - Year 11: All subjects
 - Year 10: All subjects
 - Year 9: English, Maths, Science, Humanities and relevant electives
 - Year 8: English and Maths
 - Year 7: English and Maths

Implementation:

- Examination to be a structured piece of written assessment (where appropriate) of key knowledge and skills learnt in given subject throughout semester.
- A revision period should occur prior to examination in order to effectively prepare students for prescribed content.
- Staff should work collaboratively across subjects and Domains to develop consistent examinations.
- Should a student be absent from an exam, a medical certificate should be presented in order for the student to re-sit the examination at a time negotiated with the classroom teacher.

Environment:

- Students will complete all examinations in a formal examination room and not the students' own classroom.
- Staffing allocations during exam period should avoid staff being present in their own subject examination.
- Staff should avoid answering questions pertaining to specific subject content, thus guiding student responses.

Accountability:

- Examinations are to be considered an Assessment Task, with satisfactory completion, or in certain circumstances a satisfactory attempt, be required in order to achieve a satisfactory result in subject.
- The examination will appear on the Semester Report as an Assessment Task, and reported upon according to its numerical value or percentage overall.
- Should a student fail both examinations over two semesters in a Year 10 subject, that student shall not be able to undertake that subject as part of their VCE the following year.
- Should a student fail both examinations over two semesters in a Year 9 subject, that student shall not be able to undertake that subject as part of an Accelerated Studies program the following year.

This Policy was ratified by School Council on Tuesday May 20th 2014