



Dr. John M. Denison Secondary School

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January 2025 – GUIDELINES FOR STUDENTS

Monday	Tuesday	Wednesday	Thursday	Friday
January 20 Instructional Day	January 21 Instructional Day	January 22 Period 1 Exams	January 23 Period 2 Exams	January 24 Period 3 Exams
January 2 Period 4 Exams	January 28 Period 5 Exams	January 29 Instructional Day (Lunar New Year)	January 30 Exam Review Day (Inclement Weather Day)	January 31 PA Day

Students in the coming days will be concentrating on culminating assessments, final projects and final unit evaluations, which include January in-class summative assessments. **No additional assessments** will be scheduled after **January 10, 2025**.

- Semester 1 exams are scheduled for Wednesday, January 22 to Tuesday, June 30, 2025 for all students.
- **All exams are written at 8:30 a.m.** Please review the examination rules below, and determine the days on which your examinations are scheduled.
- All students must write their examinations at the scheduled time. Vacation, employment and/or appointments must not be scheduled during summative evaluations and the examination period. If an event and/or a Severe Weather Day occurs on an examination day, that day's examinations will move to **Thursday, January 30**.
- **MISSING AN EXAMINATION/ASSESSMENT:** It is the responsibility of each student to confirm the scheduled examination date, time and room. If you are absent for an examination for medical reasons, a medical note will be required. The school's administration team will support the student and make decisions on a case-by-case basis.

BEFORE EXAMINATIONS/ ASSESSMENT TASK:

- Bring any remaining course textbooks to your examination to return to your teacher.
- Arrive to the assigned examination room no later than 5 minutes before 8:30 a.m. Make sure to go to the washroom before the examination.
- Leave all belongings in your locker or at home, with the exception of specific devices that a teacher has instructed you to bring beyond a pen, pencil and eraser normally required. **Cell phones, earbuds and all other electronic devices are not permitted in the examination classrooms.**
- If you arrive late to an examination, report immediately to the Main Office.
- All busses are on normal pick-up and drop-off times.

DURING EXAMINATIONS/ ASSESSMENT TASK:

- Please concentrate and do your best. To allow others to focus, we ask that you not talk or communicate with any student in the evaluation room once the assessment has begun.
- **You must remain in the examination room for the first hour of the exam.** At no time are you to be in the halls during an assessment. You may be in the Cafeteria.
- Please bring all supplies that you will need to write the examination. No items may be borrowed/shared during an examination.
- Provide original evidence or your best thinking and learning that demonstrates your own knowledge, skills and attitudes. Any student cheating or plagiarizing on an assessment, or trying to pass information to another student, will have their assessment marked at the time of the malpractice by the teacher, and will be referred to administration who will determine the grade received on a case-by-case basis.

AFTER EXAMINATIONS/ ASSESSMENT TASK:

- You are asked to leave the building, if possible, as soon as your examination is completed. There is no Cafeteria service during this period, and teachers require time to assess and evaluate your exams.
- If you need to wait for your bus pick-up at the end of the school day, you are to remain in the Cafeteria.
- You have the right to review your completed examination after it has been evaluated. This opportunity will take place on the Exam Review Day on Thursday, January 30, 2025. Please see the schedule below:

EXAM REVIEW DAY Thursday, January 30	
Period 1	8:20 – 8:57 a.m.
Period 2	9:02 – 9:39 a.m.
Period 3	9:44 – 10:21 a.m.
Period 4	10:26 – 11:03 a.m.
Period 5	11:08 – 11:45 a.m.