



WHITBY COLLEGIATE

Derived Grade Examination Timetable

Monday 4 September - Friday 8 September 2023

* indicates digital exam using own computer / ** involves audio / (indicates number of students sitting the exam) / ^ indicates known clash

Day/Date	Start Time	Level 1		Level 2		Level 3	
		Subject / room	Length	Subject / room	Length	Subject / room	Length
Monday 4 September	8.50am	Economics (36) Rm 16/17/18	3h	*History (10) Rm 18	2h	Economics (1) Rm 17 Calculus (8) Rm 16/17	2h 3h
	1.05pm	MathsBN (15) Rm 16/17	1.5h	Chemistry (15) Rm 17/18	2h	Physics (8) Rm 17/18 *History (4) Rm 17	2h 2h
Tuesday 5 September	8.50am	*English (48) Rm 16/17/18	3h	Economics (8) Rm 17	3h	*Spanish (1) ** Rm 16	3h
	1.05pm	Music (9) Rm 16	2h	Biology (20) Rm 17/18	2h	Biology (9) Rm 17/18	2h
Wednesday 6 September	8.50am			MathsMW (23) Rm 17 MathsBN (10) Rm 18	3h 2h	Statistics (14) Rm 18 Psychology (2) Rm 16	2h 3h
	1.05pm	DVC workshop Rm 17/18	1.5h	DVC workshop Rm 17/18	1.5h	DVC workshop Rm 17/18	1.5h
Thursday 7 September	8.50am	*Spanish (4) ** Rm 18 Geography (18) Rm 16/17	2.5h 3h	*Spanish (2) ** Rm 18 Music (2) Rm 16 Geography (9) Rm 17	2.5h 2h 3h	*English (9) Rm 18	3h
	1.05pm	Science (46) Rm 16/17/18	2h	Physics (13) Rm 18	h	Art Workshop Rm 6	2h
Friday 8 September	8.50am	Art workshop Rm 6	3h	*English (30) Rm 17/18	2h	Chemistry (7) Rm 17 Geography (9) Rm 17	2h 3h
	1.05m	*Digital Tech ^ (21) Rm 16/7 *History ^ (13) Rm 16/17	1.5h 2h	*Digital Tech (4) Rm 17 Art workshop Rm 6	2h 2h	*Digital Tech (10) Rm 17 Music (2) Rm 18	2h 2h

L1-L3 NCEA Derived Grade Examinations 4-8 September 2023

Rules/Instructions

- Check your timetable carefully – if you have a clash, or have a planned absence for a session, you (or your parents for absences) must email Mrs Mitchell asap debbie.mitchell@whitbycollegiate.school.nz
- Make sure you are on time for your examinations.
- Be certain about the time and place of each examination.
- You need to line up outside the examination room before each examination session.
- Morning exams will begin at 8.50am and afternoon exams at 1.05pm.
- You must be lined up by 8.40am for morning sessions and 12.55pm for afternoon ones.
- If you arrive late you will **not** get extra time.
- If calculators are allowed, they will be cleared by teachers prior to you entering the exam room.
- If you are eligible for special assessment conditions (SAC) you will have separate instructions from Mrs Bradley.
- There must be absolute silence from the time you enter the examination room until you leave it at the end of the session.
- There is to be no communication whatsoever, including winking, smiling, nodding and hand waving.
- If you need anything in the examination room, put up your hand. This also applies if you drop anything on the floor.
- No one will be allowed to leave the examination room early so be prepared to sit for up to 3 hours.
- Check answers carefully if you finish early. Re-read every section and every answer.
- All the equipment you require for each paper – pens, pencils, ruler, eraser, calculator, compass, protractor, coloured pencils etc. – must be carried in a clear plastic bag. Have your student ID card in this plastic bag as well.
- You may not wear a watch in the examination room. If you wish, this can go into your emergency kit. There will be a clock in the examination room and the time will also be put on the board.
- You may take an additional A4 clear plastic sealable bag containing items you would need if an emergency occurs. This may contain a cell phone, wallet, keys and bus/train tickets. This emergency kit must be placed under your chair. Electronic items must be turned off. Picking up this bag without permission of the supervisor is a breach of the rules.
- Take a small pack of tissues into the exam room but NOT food, bags or Twink. A small clear water bottle is OK, the label must be removed.
- There will be random checks of your arms and pockets.
- Write in **blue** or **black** pen only.
- **Use pencil** only for music, maths construction etc.
- Programmable calculators must be cleared and there are to be no electronic dictionaries/digital diaries etc. in the room.
- If in doubt about anything, ask.
- At the end you must stop writing as soon as you are instructed to do so.
- Tidy your desk area – pick up scrap paper etc. and place it in the bin on the way out.

If you are sick on the day of the examination, ring the school (or get a parent to do so) ***as soon as possible***.

You will need a medical certificate for any sick days. If you miss more than one session you **MUST** phone in for each one you miss. Tell the office which examination(s) you are missing. You will have to sit these examination(s) when you return to school.

These NCEA Derived Grade examinations are **very important**. If you do happen to miss any NCEA examination in November, the results from these NCEA Derived Grade examinations will be used by NZQA to give you a derived grade.