



Rathkeale College & Senior College Revision Planner

2023

Name: _____

NCEA External Examinations		
Subject	Date	Time of day

NCEA External Portfolio Submissions	
Subject	Due Date

REVISION PLANNER		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Term 3 Week 7 28 August								
Term 3 Week 8 4 September								
Term 3 Week 9 11 September								
Term 3 Week 10 18 September								
Holiday Week 1	Morning							
	Afternoon							
	Evening							
Holiday Week 2	Morning							
	Afternoon							
	Evening							

REVISION PLANNER		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Term 4 Week 1 9 October	4-5.30		DGEs Start					
	5.30-7							
	7-8.30							
Term 4 Week 2 16 October	4-5.30			DGEs Finish				
	5.30-7							
	7-8.30							
Term 4 Week 3 23 October	4-5.30	Labour Day Holiday						
	5.30-7							
	7-8.30							
Term 4 Week 4 30 October	4-5.30				Last day for timetabled classes Senior College Prizegiving 7pm	Study Leave		
	5.30-7							
	7-8.30							
Term 4 Week 5 6 November	Morning	Exams start						
	Afternoon							
	Evening							
Term 4 Week 6 13 November	Morning							
	Afternoon							
	Evening							
Term 4 Week 7 20 November	Morning							
	Afternoon							
	Evening							
Term 4 Week 8	Morning						End of Year Prize Givings	
	Afternoon				Exams finish			

27 November	Evening					Exams end, Carol Service		
----------------	---------	--	--	--	--	-----------------------------	--	--

Rathkeale and Senior College Derived Grade Examinations

DGEs Term 4 2023 - Information for Students

Derived Grade Examinations will begin on Tuesday 10th of October. A copy of the timetable will be given to you so that you can see your commitments. You should note that if it is necessary for you to apply for derived grades because of illness or family emergency during the November NCEA exams, then the results of these DGEs will be used. You have been given this planner so that exam revision can be carefully planned. However, it is important that the revision actually happens rather than just being planned!

During the DGEs, some classes are still compulsory for those subjects that do not have written, external examinations. It is essential for students to attend those classes. Compulsory classes are shown on the exam timetable.

Year 11, 12 and 13 Students

1. All students:

- Must attend to their normal commitments eg, sports practices and matches, music lessons, choir etc unless actually sitting an exam at the time of the event. Note that there may be some deferments to activities.
- Must be in normal uniform when on the Rathkeale campus and travelling to and from school.

2. Day students

may stay at home when not sitting an exam, however, only normal buses will run and students wishing to use private transport must follow the normal routines for obtaining permission. Students who stay at home are expected to study during school hours. Any student found in town or elsewhere will be called to account for themselves and will have to deal with consequences if no satisfactory explanation is provided.

3. Boarders (boys) - when not in exams or compulsory class

• Year 13

- Will have unsupervised study sessions during the day and a supervised study period at night. During this time they may study in the boarding house.
- Any requests for leave during exams must follow the normal procedure by consulting your Housemaster.

• Year 12 and 11

- Must report to the library promptly at the start of each study session with sufficient study material. Some students may be sent to another classroom if numbers are too large for effective study in the library.
 - Study sessions are: 9:00 – 10:15, 11:00 – 12:00, 1:30 – 2:45
- Requests for leave during exams must follow the normal procedure by consulting the Housemaster.

- Students must be in school uniform when away from the boarding house during normal class hours.

4. Boarders (girls)

may study at St Matthew's when not in an exam. Transport arrangements other than the normal bus runs need to be arranged with the matrons.

5. Exams will be held in the Auditorium unless otherwise notified.

6. All students return to normal classes on Thursday the 19th of October – Day 9

Expectations of Students during Exams

During exams all students are expected to:

- Be at the exam venue 10 minutes prior to the start of the exam. Assemble at the main steps into the Auditorium.
- Have all the necessary equipment such as pens, pencils, calculator, ruler etc in a transparent zip-lock bag (no paper is allowed). Sharing of equipment is not permitted. Drinking water in a clear bottle is permitted.
- Enter the exam room in silence and sit at the designated seat.
- Work quietly during the exam time without causing distraction to others.
- Make an honest attempt at the exam papers and utilise the time fully.
- Communicate only with the exam supervisors, by raising a hand and waiting for the supervisor to arrive.
- **Students may not leave the exam room until the end of the minimum length of time has passed for that particular subject or until instructed to do so by a supervisor.**
- Leave quietly taking all personal belongings and any scrap paper (supplied by a supervisor if asked for) that has been used.
- Cell phones and watches must be turned off and put into a transparent, zip-lock bag which is to be placed under your seat. This cannot be touched until you complete the exam and exit the venue.
- Food is not permitted in the exam room.
- Note that students should not expect to go out to the toilet during the exam.

If you have queries about exams see Mr Summerfield or Mr Gordon