<u> Exam Week – Holiday Break FAQ's</u>

Why does Kings High School give exams prior to the holiday break?

It is our intent at the high school for our students to truly have a break from the pressures of today's often-intense academic world. <u>We want families to enjoy their time</u> away from school, and we believe that having exams after the break adds stress as the exams are hanging over the students' heads during the break from school.

We communicate to our staff that this time is a time of rest and relaxation for our students, their families, and our staff, and we do not want work assigned over holiday break.

Since KHS operates on a modified schedule during exam week, will transportation be provided?

<u>Yes. Our busses will run each day at their regularly scheduled time</u>. Students who ride the busses will report to study hall if they are in the building prior to the exam periods, and students who are finished with exams for the day but do not leave due to riding busses will report to study hall as well. Students will need their own transportation if coming in late or leaving early.

When do students need to be at school during exam week?

Students will need to arrive everyday by 9:30 unless they do not have an exam during the first exam slot of that day. See question below additional information.

If students do not have an exam at 9:30, when must they be in the building?

Students who do not have an exam during the first exam slot of the day must be in the building by <u>11:10 AM</u>. There will be a review session and lunch between 11:10 AM and the start of the second exam, and students <u>must be</u> present during that review session in order to take their exam. Please read the following question regarding Wednesday and Thursday.

If students only have an exam in the morning, can they leave when that exam time is over?

The answer to this is that it depends on the day. They do need to stay in class until the exam period ends. Wednesday and Thursday provide different scenarios. If they have an exam Wednesday morning, then they do need to stay for both review sessions and thus will be here all day. If they do not have an exam on Wednesday, they <u>do</u> need to come in for the 4th and 5th bell review sessions beginning at 11:10. On Thursday, if they have 5th bell study hall (thus no exam in the afternoon), then they need to stay for the 6th bell review (11:10-12:50) and then they can leave when the 5th bell exam period starts.

Can students leave and come back i.e. go out to breakfast or lunch?

No, they cannot. We are not an open campus and this is due to safety concerns with traffic. We will take attendance during the review sessions. This includes when students come in the morning at the regular 7:25 start time. Once a student is on campus, they are not permitted to leave unless they are leaving for the day.

Do students need to provide a note in order to leave early?

No, they do not. If they are not scheduled for an exam and are not in the building, we expect this. If they remain in the building, they will report to study hall and thus be accounted for.

What if a student misses an exam?

Any student who misses an exam without prior approval from the administration will need to provide a doctor's note in order to make up the exam. Otherwise, the exam grade will be recorded as a zero. Please note that prior approval to miss an exam will only be given under special circumstances and can only be given by building administration. Please see the following points regarding missing or moving exams:

1 -All exams must be taken at their assigned time. Exams cannot be moved into another exam slot.

2 -The make up for missed exams due to medical illness or a pre-approved absence is after school on January 6, 7, 8, and 9. Exams will not be taken early.

Must all students take exams? Are there exam exemptions available?

All students must take semester exams in all classes. All teachers are required to have some type of assessment during the provided exam period. For semester exams which we are taking now, there are no exemptions.

How much of a student's grade do exams constitute?

The exam constitutes 20% of a student's semester average. The semester exam has no bearing on quarter grades or on athletic eligibility.