



6 July 2018

Dear Parents/Guardian

East View Secondary School 4N Preliminary Examinations

The school will be starting our Preliminary Examinations on 6 August (Monday) for the Secondary 4 Normal Academic classes and Secondary 4 Normal Technical classes. The Preliminary Examinations would be held from 6 August to 17 August 2018.

An updated copy of the East View Secondary School Preliminary Examinations Timetable has been given out to all students. A soft copy can also be located on the school's website. Normal curriculum will be conducted as usual from 20 August (Monday) onwards.

Other Examination Matters

To ensure that our examinations are conducted smoothly, we would like to seek your cooperation in the following areas:

Punctuality

- Please ensure that your child/ward attends the flag raising ceremony punctually (by 0725hr) before the start of the paper.
- Latecomers will not be given extra time. If your child/ward is late for more than 30 minutes, he/she will not be allowed to sit for the paper and will be given a zero.

Absenteeism

- If your child/ward is unable to sit for a paper due to medical reasons, a medical certificate must be submitted to the Form Teacher on the day he/she reports back to school. No other letters/excuses would be accepted.
- There will be no re-examination for papers missed. The subject grade will be reflected as VR (Valid Reason) on the result slip if a valid medical certificate is provided by 20 August (Monday). Otherwise, your child/ward will be given a zero for the paper he/she missed.

Conduct during Examination

- The school has a zero tolerance policy towards cheating during examinations. Any student caught cheating, attempting to cheat or suspected of cheating will be given ZERO mark for the paper and he/she may be barred from the rest of the examinations.
- Further information on the rules and regulations governing school examination can be found in the 2018 Student Handbook.





*Leader of Self
Person of Influence*

Additional Information

Please refer to either the school website or your child/ward's Form Teacher for more information. Thank you for your kind attention and support.

Yours sincerely

Ms Lau Wan Sze
Principal

