



12 September 2018

Dear Parents/Guardian

**East View Secondary School End-of-Year Examination (SA 2)**

The school would be having our SA 2 from 5 to 16 October. In view of the wide spread of subjects offered across various levels and streams, there would be different start dates for SA 2. Please note the details in the table below.

Start Date for SA 2	Levels Involved
5 Oct (Friday)	Secondary 3 Express
8 Oct (Monday)	Secondary 2 Express / Normal Academic Secondary 3 Normal Academic Secondary 3 Normal Technical

A copy of the SA 2 Timetable is given to all students. A soft copy can also be located on the school's website.

**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 18 October (Thursday). 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.

### **Additional Information**

17 October 2018 (Wednesday) is the school's Marking Day. Students need not report to school on that day. All pupils are expected to report to school as per normal from 18 October 2018 to review their papers and for checking of marks.

22 October 2018 (Monday) is the school's Promotion Day. Students need not report to school on that day. All pupils are expected to report to school as per normal from 23 October 2018 for Post-Examination Activities.

There will be a Parent-Teacher Conference (PTC) on 26 October 2018 (Friday). More details will be provided at a later date.

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

