



13 July 2018

Dear Parents/Guardian

East View Secondary School 4E5N Preliminary Examination

The school will be starting our Preliminary Examination on 17 August (Friday) for the Secondary 4 Express and the Secondary 5 Normal Academic students. The Preliminary Examination would be held from 17 August to 29 August 2018.

An updated copy of the East View Secondary School Preliminary Examinations Timetable has been given out to all students. A soft copy is available on the school's website. Normal lessons will be conducted from 30 August (Thursday) onwards.

Other Examinations Matters

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

Punctuality

- Please ensure that your child/ward attends the flag raising ceremony punctually by 0725hr (except for Tuesdays and Wednesdays which is 0820hr) before the start of the paper.
- For students who do not have the first paper, they are to report to school at least 30 minutes before the start of the second 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.

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 30 August (Thursday). Otherwise, your child/ward will be given a zero for the paper he/she missed.

Conduct during Examinations

- 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.





*Leader of Self
Person of Influence*

- Further information on the rules and regulations governing school examinations can be found in the 2018 Student Handbook.

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

