

January 25th, 2022

Dear Parents, Guardians and Students,

Exam Make-up update:

Good Afternoon, we hope you are all well.

We have received some very good questions from students and families about this week's exam schedule, for example:

- ***"What if my child is unable to write their scheduled exam this week because they have a conflict or they are sick or have a medical excuse?"***

Exam Conflict: A student was unable to write an exam between the 24th & 28th because of a conflict in their schedule. ***Conflicts are scheduled to be written in room 133 on Friday the 28th, from 12:30-3:30.*** Please ensure the classroom teacher is aware that your student will be writing in during the assigned conflict time.

Exam Make-Up: A student missed an exam session due to illness, medical reasons or isolation regulations. ***These exams can be written on Wednesday, February 2nd from 9:00-12:00 OR Thursday, February 3rd from 12:30-3:30 in the LC.*** Please ensure the classroom teacher is aware that your student will be writing during the make-up time and clarify which session they will attend.

If your child needs to make-up an exam, unfortunately, they will be missing one or two classes in the first week of their second semester. Teachers are aware of this and will take it into consideration when planning their start-ups. Please, please, do not send your child to school if they are sick. We have a flexible plan to accommodate all students with exam make-up opportunities.

Thank you for supporting your child's education.

Sincerely,

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