

WEST CALDWELL EXAM INFORMATION FOR STUDENTS AND PARENTS
First Semester Exams Jan. 13-20, 2012

<http://wchs.caldwellschools.com>

- During the exam days, to be counted present at school for that day, students need to be in attendance for at least ½ the school day. Students, who are exempt from an exam but want to attend school for an exam review, may come in at 11:45 on each exam day. Students are encouraged to attend review sessions and be in attendance for class periods prior to their scheduled exam.
- Students may not leave prior to the end of school without a parent present to sign them out. **Parents can sign out their child prior to the day and time the student needs to be released.** If a parent has signed a student out prior to the date. **No students will be allowed to checkout or leave campus without a sign-out note from the office.**
- Students that are exempt from an exam, but choose to come at regular scheduled exam time will report to their 1st period. Once those students are counted for attendance, those not taking the exam will report to the cafeteria. Exception: if a student is exempt but chooses to take the exam, they may do so per the exam policy. No electronic devices will be allowed (i.e. cell phones, DS, iPods, Itouch, etc.) in classrooms/testing areas. Students will remain there unless escorted by an adult due to an emergency.
- Students who come in after testing has begun will not be allowed to take the exam and will report to the cafeteria.
- Exemption Policy can be found on page 27 of your student handbook. **Students need to check individually with teachers** to determine exemption status.
- Students will report daily to the class of your exam at 7:55 AM.