



JURONG WEST SECONDARY SCHOOL

61 Jurong West Street 65 Singapore 648348

Tel: 62623593 | Fax: 62623587 | Web: www.jurongwestsec.moe.edu.sg

School Reference No: JWSS/2019/0528

22 July 2019

Dear Parents/Guardians

Common Test and Progress Report 2019

- The school would be conducting the Common Test for Secondary Three. The objectives of the Common Tests are:
 - to inculcate the habit of consistent revision and to give students the platform to apply acquired knowledge in a formal assessment setting before the semestral examinations; and
 - to provide a milestone check on the students' learning and where necessary, engage parents/guardians on the child's/ward's academic progress early.
- During the common test period from 14 August to 20 August, school will commence as usual at 7.35am including on Wednesday, 14 August. Lessons will resume as normal from Wednesday, 21 August.
- Your child/ward would be dismissed from school at the end of the paper(s) he/she is supposed to sit for the day. There would be no CCA/after school activities (except remediations/consultations with subject teachers, and participation in scheduled external competitions) during the Common Test period. These measures are to ensure your child/ward has sufficient time to consolidate his/her learning and revise for the relevant subjects.
- As in all examinations, students who are absent for any test would need to submit a medical certificate upon their return to school. Students who miss any test without a valid medical certificate may be awarded a zero mark for the test.
- Please refer to Annex A for the Rules and Regulations for School Examinations for your information.
- The Common Test schedule for Secondary 3 Normal (Academic) is as follows:

Date/Time	Term 3 Week 7			Term 3 Week 8	
	14 Aug Wed	15 Aug Thurs	16 Aug Fri	19 Aug Mon	20 Aug Tues
0800 - 0910	English	Humanities/ SS	Sci Chem	Mathematics	Humanities/ GE/HL/LIT
0910 - 1020	Self-Study Session for the next paper @ Respective Classrooms				
1020 - 1055	Recess				
1055 - 1205	Sci Bio*	MTL	FN/DT/ESS/ LIT/POA	Sci Phy*	AMaths*

*Students not taking these subjects would be dismissed from school after the first paper.

- A Progress Report capturing the performance of your child/ward in the Common Test and class assessment for the term, would be issued via your child/ward on the last day of Term 3. This report would enable you to have a good sensing of your child's/ward's academic progress before the End of Year Examination.
- Should you need any further details, do contact your child's/ward's Form Teacher at 6262 3593. You may also refer to the school website for the names of your child's/ward's Form Teachers as well as their extension numbers.
- I would like to take this opportunity to wish your child/ward all the best in the upcoming Common Test.

Yours sincerely

Mr Michael Muhunthan
Principal

*Jurong West
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Annex A

Rules and Regulations for School Examinations

Attire & Appearance

1. All students must be in proper school uniform with proper appearance as specified in the school rules and regulations.

Punctuality

2. Students who are late for any paper will report directly to the respective examination venues.
3. No extra time will be given for late-comers.

Dishonesty

4. The school takes a serious view of any dishonesty, including the following:
 - i. has in his/ her possession any unauthorised reference material/ notes even if the student does not intend to use them;
 - ii. has in his/ her possession within the examination premises any unauthorised equipment or device;
 - iii. communicates or attempts to communicate with any other student/person inside or outside the examination room during the examination ;
 - iv. obtains or attempts to obtain or offers assistance on the examination material (e.g. copying) during the examination;
 - v. commits or attempts any acts of dishonesty, or the abetment of such acts.
5. A student who commits or attempts any acts of dishonesty, or the abetment of such acts, would be awarded a zero mark for that paper.

Borrowing of Stationery

6. Students should bring their own stationery that they will need for the examination papers. However, should they need assistance during the examination, they need to alert the invigilator.

Use of Washroom during Examinations

7. Students are encouraged to use the washroom before the start of the examination. They will not be allowed to use the washroom fifteen minutes after the start and fifteen minutes before the end of the examination. Students are also discouraged to use the washroom in the midst of the examinations so that they could fully utilise the time allocated for the paper.

Absence from Examinations

8. Attendance at all examinations is compulsory.
9. Students who are absent for any paper are required to submit a valid medical certificate to their Form Teachers supporting their absence immediately upon their return to school, failing which, a zero mark will be awarded for the paper the student is absent from without any valid reasons.

At the start of and during the Examinations

10. Students are to carefully check that the script for the correct subject and code has been distributed to them and that the number of printed pages is correct as stated in the question paper. Students need to alert the invigilator immediately should they think that there are errors in the papers distributed to them.

*Jurong West
Secondary School*