

TO: Student(s) and Parent(s)/Guardian(s):

Summative evaluations are a significant portion of a student's mark taking place in the months of May and June. Please note that the examination schedule itself will likely not be available until May.

The summative component (30% of the final mark) for each course is based on one, two or three evaluations which may or may not include a formal exam in June.

Also note that all other evaluations will also be scheduled during May 3rd to June 3rd. The Moratorium begins on June 4th and runs the four days before exams begins. Only those courses that have no exam scheduled can have evaluations during these four days.

In addition to summative evaluations, students may have some additional quizzes, homework assignments or labs. These will collectively help to keep them focused and prepared for their summative evaluations.

Athletes playing spring sports are responsible to sign up early for presentations to facilitate uninterrupted evaluations and their ability to commit to a team sport. Conflicts at play-off time will have to be resolved on an individual basis with coaches and teachers and may involve a variety of creative solutions.

It is important that the School Policy on Missed Evaluations be reviewed in the Parent Handbook on pages **15** and **16** or in the Student Agenda on pages **15 to 19**.

Also note that a student who has missed any evaluation due to a legitimate absence or suspension may have it rescheduled anywhere up to and including June 23rd.