Midterms and Finals Week Information

Attendance for Exams

Students must be on time for all of their exams. **Tardiness to exams will not be tolerated.** In order to create a successful exam-taking environment, unnecessary distractions and interruptions must be kept to a minimum. **If a student arrives late to an exam, the student will be prohibited from taking the exam at that time.** The student must make up the exam during the Make-Up Exam period or must make alternative arrangements with their teacher.

If a student is absent for an entire exam day, the student will need to make arrangements with their teachers as soon as they return to school. One such arrangement could be taking an exam during the Make-Up Exam period. If there are extraordinary circumstances, a student and his/her parents/guardians should contact the student's guidance counselor to help facilitate make-ups.

Late Arrivals and Early Dismissals

Late arrivals and early dismissals during Midterms and Finals Week will follow procedures similar to a normal school day. Students arriving late for school must enter through the Front Office. **Students arriving late will need to have a signed note from their parents/guardians.**

Students that are going to be dismissed early must have a note with their first and last names, the time they are being dismissed, reason for their dismissal and their parent's/guardian's signature. Prior to each exam, teachers will collect dismissal notes for input into Power School. **Only students with signed dismissal notes will have permission to leave school.** Students who leave without a dismissal note will be subject to the appropriate discipline as outline in the TRSD Rights and Responsibilities.

Seniors and juniors who have late arrival and early dismissal privileges must follow the same procedures as a normal school day by signing-in/signing-out in the Front Office. **If seniors and juniors are arriving late or being dismissed for a period they don't have late arrival or early dismissal privileges for, they must have a note from their parents/guardians.**

Bus Schedule for Friday, January 23, 2015 – Final day of Midterms and Finals Week

The high school bus run will run at 11:15 on Friday, January 23rd due to the final scheduled exams concluding at 11:00. A limited lunch will be made available for students to purchase upon completion of their exams before the buses leave the high school.

There will not be a high school bus run at 2:25. Students who stay for the Make-Up Exam period will be able to take the appropriate middle school bus home. Students must get a signed note from the teacher they stayed after with and get a signed bus note from the front office.

Study Halls, Lunch/Studies, Study/Lunches

Study halls, lunch/studies, and study/lunches will run during Midterms and Finals Week. Students will report to their study classrooms for those exam periods. Students will be able to catch up on missing/late school work or study for upcoming exams in a quiet atmosphere. There is no exam for study halls, lunch/studies, or study/lunches.

Study/Extra Help Sessions

Study/extra help sessions will be schedule for students on Wednesday and Thursday of Midterms and Finals Week. Study/extra help sessions will rotate by grade, please see the Midterms and Finals – Bell Schedule for the grade rotations. Students will meet with their advisories and have the opportunity to study for upcoming exams, complete school work, or visit teachers for extra help. Teachers from each department will be available for help during this time but it may not be a student's specific teacher. Students may receive a pass from their advisory teacher to go to another classroom/teacher. **Attendance will be taken.** While students are encouraged to take advantage of the study/extra help sessions, the study/extra help sessions should not be the only times students study for their exams.

Class Meetings

Class meetings will be held on Wednesday and Thursday of Midterms and Finals Week to go over the 2015-2016 Program of Studies, the new online course registration process, and other class specific information.