



## Variation to Assessment Senior (Years 10 – 12)

The expectation is that students must attempt tasks as scheduled. However, circumstances may exist allowing the rescheduling of an in-class task (i.e. examinations, tests etc.) for reasons such as *school representation, surgery* etc. Students must attach independent evidence of the variation. Holidays/travel are not valid grounds for variation.

Hand-in/submission tasks must still be completed and submitted by the due date and time. This form must be completed at least one week prior to the scheduled date of the task.

If you apply for a variation, the Head Teacher may, depending on the task:

1. set the same task for the first day on your return to school
2. set a substitute task
3. give you a short verbal examination (not to exceed 20 minutes)
4. Where 1-3 is not possible or appropriate, determine an estimate.

### Step 1: To be completed by the student

Student Name: ..... Year: .....

Subject: ..... Class Teacher: .....

Task: ..... Original date of task: ...../...../.....

Reason for application (independent evidence must be attached):

.....  
.....

### Step 2: Report to your Deputy Principal for validation

Deputy signature: ..... Date: ...../...../.....

### Step 3: Report to the faculty Head Teacher

Alternative Arrangements:

.....  
.....

Rescheduled task date: : ...../...../.....

Head Teacher Signature: ..... Date: ...../...../.....

### Step 4: Submit this form to the Administration Office in A-Block





**Multiple tasks requiring rescheduling**

Subject	.....	Teacher	.....
Task	.....	Original Date	...../...../.....
Rescheduled date	...../...../.....	Head Teacher sig.	.....
Arrangements:	.....		
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	.....		

Subject	.....	Teacher	.....
Task	.....	Original Date	...../...../.....
Rescheduled date	...../...../.....	Head Teacher sig.	.....
Arrangements:	.....		
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	.....		

Subject	.....	Teacher	.....
Task	.....	Original Date	...../...../.....
Rescheduled date	...../...../.....	Head Teacher sig.	.....
Arrangements:	.....		
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	.....		

Subject	.....	Teacher	.....
Task	.....	Original Date	...../...../.....
Rescheduled date	...../...../.....	Head Teacher sig.	.....
Arrangements:	.....		
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