

5<sup>th</sup> October, 2021

Dear Parents/ Guardians and Students,

## **<u>Re: Examination-related disciplinary matters</u>**

Below are some highlights of the examination regulations:

- 1. All students have to switch off their electronic devices (**including smartwatches**) and place all personal belongings **under their chairs before** the examination starts.
- 2. If a student is found cheating or checking his mobile phone or any electronic device (except for approved calculators) during the examination, he will be given a major demerit and zero mark for the paper.
- 3. If the mobile of a student rings or is found not to be switched off during the examination, he risks mark penalties.
- 4. If a student fails to follow the instructions of the invigilators or comply with the examination regulations, he risks mark penalties.

Thank you very much for your attention.

Discipline Team *for* Principal