

December 2024

Newton School Community,

Semester Exams for the 1st Semester will be **Wednesday, December 18, Thursday, December 19, and Friday, December 20.** Students in grades 9-12 are permitted to arrive late to school and/or leave early from school during exams if they have a **study hall at the beginning or end of the day.** All other classes must be attended according to the exam schedule. Students in grades 7 and 8 **will not** be permitted to arrive late or leave early and will follow the exam schedule below:

Period	Wednesday (18)	Thursday (19)	Friday (20)
1	period 1 exam	period 2 exam	period 5 exam
2	period 1 exam	period 2 exam	period 5 exam
3	period 3 exam	period 4 exam	period 8 exam
4	period 3 exam	period 4 exam	period 8 exam
5	normal	normal	normal
6	period 6 exam	period 7 exam	early release (12:20)
7	period 6 exam	period 7 exam	
8	period 7 class	normal	

Students will not be permitted to leave school unless a completed Exam Absence Authorization Form is signed and returned to the High School Office by **Monday, December 9, 2024.** If their schedule allows, a student **may** arrive late and leave early on the same day. However, students **may not** leave during the middle of the school day and then return. **All students must report to the office to sign-in when arriving late and sign-out when leaving early.** On the back of this form, you will find the delay/cancellation contingency plan for exams. **Students with 8th period study hall may sign out after the Period 5 Exam on Friday.**

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Parent Confirmation Sheet

STUDENT’S NAME _____

If students are unable to find a way home, they must remain in attendance.

Please check the **Study Hall** periods (cannot be scheduled classes that are using time as study hall) that your child is to be excused from attending, PLEASE NOTE: if they have study halls for a combination of two periods that either end or start the day check the option for both periods:

<u>Wednesday, Dec. 18</u>	<u>Thursday, Dec. 19</u>	<u>Friday, Dec. 20</u>
1st Period _____	2nd Period _____	5th Period _____
1st & 3rd Period _____	2nd & 4th Period _____	8th Period _____
6th & 7th Period _____	7th & 8th Period _____	
7th Period _____	8th Period _____	

Return this form to the office by Monday, December 9.

I have read the above guidelines, and allow late arrival/early dismissal at the above stated times.

Parent signature

****Attached to this sheet is the delay/cancellation contingency plan in the event of bad weather.**

Below you will find the delay and cancellation contingency plan for the Semester Exam schedule:

2 Hour Delay Schedule: **Wednesday, Dec. 18** **Thursday, Dec. 19** **Friday, Dec. 20**

9:55 - 10:26	Period 1	Per. 1 Exam	Per. 2 Exam	Per. 5 Exam
10:29 - 11:00	Period 2	Per. 1 Exam	Per. 2 Exam	Per. 5 Exam
11:03 - 11:34	Period 3	Per. 1 Exam	Per. 2 Exam	Per. 5 Exam
11:37 - 12:08	Period 4 (JH Lunch)	Per. 3 Exam HS	Per. 4 Exam HS	Per. 8 Exam HS
12:11 - 12:53	Period 5A	Per. 3 Exam JH/HS	Per. 4 Exam JH/HS	Per. 8 Exam JH/HS
12:53 - 1:23	Lunch 5B (HS Lunch)	Per. 3 Exam JH	Per. 4 Exam JH	Per. 8 Exam JH
1:26 - 1:49	Period 6	Per. 6 Exam	Per. 7 Exam	Normal
1:52 - 2:15	Period 7	Per. 6 Exam	Per. 7 Exam	Normal
2:18 - 2:41	Period 8	Per. 6 Exam	Per. 7 Exam	Normal

No Early Release if we have a 2-hour delay.

Cancellations:

Any cancellation of school during exams will cause that exam day to be moved to January 6, which is the FIRST DAY BACK from break. If two days of exams are canceled, January 6 and 7 will be used for exams. If all three days of exams are canceled, January 6, 7, and 8 will be used for exams.

Exam Absence Authorization Forms will be distributed to students. Extra forms can be found in the High School office. Feel free to contact me at gavin_spitler@newton.k12.oh.us or call the school with any questions.

Gavin Spitler
Principal