**EARLY DISMISSALS**

**A reminder is being sent to parents regarding early dismissal protocols that ensure the safety and security of students:**

May and June are months where school attendance is very important.  At all levels, we review material, finish programs and exams are already in progress (both MEQ and local).

***Early dismissals (ED) must be submitted prior to 8:30 am.*** EDs should be for appointments that cannot be planned outside of school hours.

Do not grant your child an early dismissal on exam days.  Regular teaching and reviews are occurring during afternoon classes.

If a child is not feeling well during the school day, they should report to the office first and we will contact you if your child needs to leave school.

**EXAMS**

**May and June are important months due to evaluations and final exam preparation.**School attendance is always mandatory but especially important in the final weeks.  Family vacation should not interfere with school days and should never be planned in May or June.

Students received the exam schedules the first week of May and all regulations were provided in class in addition to being shared on Ms Teams in preparation for both May and June exams.

As we have returned to a regular exam period this year, please take note of the following information.

All this information has been reviewed with your child by their homeroom teacher.

**EXAMINATION SESSION RULES (in the student agenda: code of conduct)**

During examination sessions, students must be present for the times and dates indicated for each of their exams. Failure to do so will result in a mark of zero being assigned.

Exceptions:

* Verifiable illness with medical note stipulating that the student is unfit to write the exam.  To be determined - COVID-19 related illnesses:  For the month of May follow the regular COVID-19 procedures.  Students will not receive a zero for the exam, but we are awaiting directives from the ministry.  All MEQ exams will need to be retaken in the summer if missed unless the government provides a plan B exam to be administered by the school within the week that follows.  The MEQ has not provided any alternatives thus far.
* International competitions upon presentation of proper certification.
* Death in the immediate family with proper documentation.

This also applies to VMC in-class exams.

**EXAM ROOM PROCEDURES (classroom and/or gymnasium)**

In order to be admitted into the exam room, students must:

* show their VMC ID card;  if missing come by the office to order a new copy.  Do not wait until the day of the exam.
* be dressed in full uniform (in conformity with the dress code), shoes included;
* transport all their materials in a transparent bag (pencil cases are not allowed);
* bring only materials required for the exam;

Subject teachers will advise students prior to the beginning of the exam period:

* if applicable, return course textbooks or any loaned materials i.e. calculators;
* if late for an exam, after 30 minutes no student is permitted to enter the exam room.
* students cannot enter the exam room with:
	+ -any schoolbag, purse, etc…
	+ -any electronic devices such as: phones, iPods, smart watches, earbuds, etc…;

In accordance with Ministry directives and school policy, any student in possession of these items, once the exam begins, will be considered cheating.

Reminder that students receive 5 additional minutes for ever hour of an exam.  These minutes are not included in the official exam schedule.

[JUNE 2022 revised.pdf](https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Ftrack.spe.schoolmessenger.com%2Ff%2Fa%2Fr1701B-151ObaF4Sd5STgg~~%2FAAAAAQA~%2FRgRkXlgHP0R0aHR0cHM6Ly9tc2cuc2Nob29sbWVzc2VuZ2VyLmNhL20vP3M9ODVmeXY2RUhySFEmbWFsPTQzZmNkZTRmZjI5NGVjM2ZkZTQ3ZWFiOGJjZDdlMGRjNWZmMDcxNTdkNGNlMmZiODc4NGM4OGRjYjE5NzE0M2ZXB3NjaG9vbG1CCmJvhyR9Yvwqj7ZSEnNkdWZvcnRAZW1zYi5xYy5jYVgEAAAAAg~~&data=05%7C01%7Csdufort%40emsb.qc.ca%7C92ad55fdf8eb4365e80808da342a3c58%7C682a8edc3535447b8c7a8431a1d8d1b5%7C0%7C0%7C637879653245599092%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=HHfMYhZhdW0ugg7v8PGpPs%2FibXnhSJ1PSa6NUhAc9Z0%3D&reserved=0)

Please also note the following May exams in progress:

[EXAM MAY 2022.pdf](https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Ftrack.spe.schoolmessenger.com%2Ff%2Fa%2F4qcYbNf9fK4nx5cb0JrywA~~%2FAAAAAQA~%2FRgRkXlgHP0R0aHR0cHM6Ly9tc2cuc2Nob29sbWVzc2VuZ2VyLmNhL20vP3M9ODVmeXY2RUhySFEmbWFsPWI4OWIzN2NmMjA5YjRiYTkwZTAzNGI1YzIzNmExMDAyM2YyZWE4ODgxOTJkNWQ5ZDNjZWFkMDg3MDM2M2IxYjlXB3NjaG9vbG1CCmJvhyR9Yvwqj7ZSEnNkdWZvcnRAZW1zYi5xYy5jYVgEAAAAAg~~&data=05%7C01%7Csdufort%40emsb.qc.ca%7C92ad55fdf8eb4365e80808da342a3c58%7C682a8edc3535447b8c7a8431a1d8d1b5%7C0%7C0%7C637879653245599092%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=mSU2hZtuHMwTuvfEWJ00BUlLF5IzWyHjR5V7Se3dFlk%3D&reserved=0)

In case of a validated absence or unsuccessful result in a course, the MEQ supplemental exam schedule is provided : [Schedule for Supplemental exams 2022.docx](https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Ftrack.spe.schoolmessenger.com%2Ff%2Fa%2FBIQFkMi99xgX5a8Pqhicwg~~%2FAAAAAQA~%2FRgRkXlgHP0R0aHR0cHM6Ly9tc2cuc2Nob29sbWVzc2VuZ2VyLmNhL20vP3M9ODVmeXY2RUhySFEmbWFsPTVmNzg1MTdjZmJhNTdiZDUwZTU3ZjM1ZmExMTNiN2Y4MDM1YjgyNjc4ZjIyYmE4ZTFjNTc3NDJjNGIxZjQwZWNXB3NjaG9vbG1CCmJvhyR9Yvwqj7ZSEnNkdWZvcnRAZW1zYi5xYy5jYVgEAAAAAg~~&data=05%7C01%7Csdufort%40emsb.qc.ca%7C92ad55fdf8eb4365e80808da342a3c58%7C682a8edc3535447b8c7a8431a1d8d1b5%7C0%7C0%7C637879653245599092%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=CDMX0mYZM909JjLhQibligYYcKi699hfXqJCpYZ3JYg%3D&reserved=0)

Summer school information has not been published but online registration should begin the last week in June.  Summer school usually runs for two full weeks in July.  Exams should end August 2.  These dates are estimates based on previous planning.