

Final Examination Schedule and Procedures for Alden Senior High School January 2024 Exams

In class local final exams will be given from January 16th through January 22nd. **Please be advised that these are regular school days for all students.**

Regents exams will start on January 23, 2024 at 9:00 am. **There will be no regular attendance for high school students on January 23, 24, 25 and 26, 2024.** The Harkness Center is open during this time period and transportation will be provided for students to attend if they don't have an exam. These days have been designated as Regents Days to enable school districts to administer Regents Exams, Regents Competency Tests and local final exams. Only those high school students scheduled to take exams are to report to school on these days.

The State Education Department has issued the following guidelines for examination security that have been adapted to Alden High School. It is unfortunate that we have to implement such restrictions, but the safety of the students is our first concern. We also must provide a mechanism to protect the integrity of the final exams.

1. Lockers will be cleaned out and left open on Monday, January 22, 2024, prior to exams.
2. All students will enter and exit only through the main entrance by the office. A staff member will monitor the door during the entire day. All exit doors will be locked on the outside (but unlocked on the inside) and monitored.
3. Students will be admitted to the building and then wait in the auditorium until 15 minutes before the exam.
4. Students will pass through a checkpoint to ensure that they are bringing only items necessary for the examination (pens, pencils, calculators, etc.). No cell phones or other communication devices (smart watches) may be taken into the examination room. They will be collected as students enter the building.
5. All lunch bags and purses must be opened and shown to teachers on duty when entering building. These must remain in your possession at all times.
6. **All bags will be checked by a staff member.**
7. Students will only be allowed in examination areas. The rest of the building is off limits.
8. When students are allowed to leave the exam rooms, they must leave through the main entrance doors by the office.
9. Students may wait in the auditorium for an afternoon exam or ride.
10. Students coming for review classes will be met by the teacher conducting the class and escorted to the class.

These procedures may be modified depending on circumstances.

If for some reason, students taking an exam must evacuate the building, the exams will be secured. If possible, students will be allowed to return to finish the exams. However, any student who speaks during the emergency will not be able to complete the exam. The exam will be picked up and graded as is. No deviation from this procedure can be allowed.

If students need to be evacuated, we will follow one of a number of procedures based on the circumstances. The common thread that runs through all situations is that students must secure their exams, evacuate the area and remain silent during the emergency requiring evacuation in order to complete the examination.

Students should try to arrange their own transportation where necessary. Bus service will be available in accordance with the Transportation Schedule listed at the end of this article.

Morning exams start at 9:00 am

Students come in on the regularly scheduled morning run. Please make arrangements for a ride home after the exam or refer to the Transportation Schedule. If you have any problem getting a ride home, come to the main office and arrangements will be made. **The uniform admission deadline is 9:45 a.m.**

Afternoon exams start at 1:00 pm

Students with only afternoon exams need to arrange their own transportation to the exam but may ride the bus home. If a ride cannot be arranged, students may come in on the morning bus run and wait in the assigned room until the exam starts. **The uniform admission deadline is 1:45 p.m.**

HIGH SCHOOL FINAL EXAMINATION SCHEDULE FOR JANUARY 2023

Exam Schedule

Tuesday, January 23, 2024

9 a.m.

English Language Arts

1 p.m.

Living Environment

Wednesday, January 24, 2024

9 a.m.

Geometry

U.S. History & Government

1 p.m.

Algebra I

Physical Setting/Physics

Thursday, January 25, 2024

9 a.m.

Global History & Geography

1 p.m.

Algebra II

Friday, January 26, 2024

9 a.m.

Physical Setting/Earth Science

Physical Setting/Chemistry

The normal bus run in the morning remains the same. The bus will arrive at the High School at approximately 8:25 a.m. Below is a listing of the times the buses will depart from the High School.

TRANSPORTATION SCHEDULE EXAM WEEK: January 23 – January 26, 2024

DATE	TIME	LOCATION
January 23rd	8:25 AM	Arrival
	3:25 PM	Departure-High School
	4:30 PM	Departure-High School
January 24th	8:25 AM	Arrival
	3:25 PM	Departure-High School
	4:30 PM	Departure-High School
January 25th	8:25 AM	Arrival
	3:25 PM	Departure-High School
	4:30 PM	Departure-High School
January 26th	8:25 AM	Arrival
	12:00 PM	Departure-High School