



Dear Parents and Students,

Please find the updated exam schedule and expectations below for grades 7-12.

We aspire to continue to foster and build an academic environment for all students during both the winter and spring exam sessions. Therefore, we have added grades 7 and 8 and their exams will reflect their grade level by not being cumulative. Our plan is to prepare the middle grade students for high school and the high school students for higher education.

Attendance & Classroom Expectations

Students are expected to attend all classes as normal this week as they will have an exam, assessment, or activity in each class. The only exception is study hall. Students may attend study hall but are not required. Any student absent from study hall will be marked as absent excused.

All absences/tardies will be treated normally on all exam days.

Students will stay in the classroom for the entire period. Students may use any additional time to study for their next exam, read, or work quietly.

Students are permitted to be out of uniform on exam days.

Students are permitted to leave school beginning at 11:45.

Lunch

There is no open lunch; students are able to leave campus but once a student leaves, they are not permitted to return to school.

Students remaining on campus after 11:45 will have lunch, study hall and gym activity as available. Tuesday through Thursday food items available for purchase will include drinks and packaged snacks. Microwaves will be available. Students may not use food delivery services.

Dismissal

Bus and shuttle transportation will run at 3:20 Tuesday through Thursday.

Bus transportation will be at 1:15 on Friday.

Parents must complete and submit a student dismissal plan via our [online form](#). This is required for all families to ensure that we can account for the attendance and safety of all students.

Upper School Winter Exam Schedule 2025

Tuesday, December 16

| | |
|------------------------------------|-------------|
| Period 1 | 8:20-9:55 |
| Period 2 | 10:10-11:45 |
| Students remaining on Campus: | 11:45-3:20 |
| Continued Testing/Lunch/Study Hall | |

Wednesday, December 17

| | |
|------------------------------------|-------------|
| Period 3 | 8:20-9:55 |
| Period 4 | 10:10-11:45 |
| Students remaining on Campus: | 11:45-3:20 |
| Continued Testing/Lunch/Study Hall | |

Thursday, December 18

| | |
|------------------------------------|-------------|
| Period 5 | 8:20-9:55 |
| Period 6 | 10:10-11:45 |
| Students remaining on Campus: | 11:45-3:20 |
| Continued Testing/Lunch/Study Hall | |

Friday, December 19

| | |
|------------------------------|-------------|
| Period 7 | 8:20-9:55 |
| Period 8 | 10:10-11:45 |
| Continued Testing/Study Hall | 11:45-1:15 |
| (No lunch service on Friday) | |

Please note that the end of the day is at 1:15 on Friday.