

LAMPETER-STRASBURG HIGH SCHOOL
Lampeter, PA 17537

TO: Parents & Students
FROM: Dr. Scott K. Rimmer, Assistant Principal
DATE: December 7, 2018
SUBJECT: Final Exam Schedule

The following information associated with semester one final examinations is being provided for your consideration. Please complete and return the Final Exam Early Dismissal form on the back of this letter if permission is being given for early dismissal at 11:20 a.m. on Wednesday, January 16, 2019. The **deadline** for the form to be completed and returned to your child's first period teacher is **Thursday, January 10, 2019.**

General Information:

1. Semester one final exams are currently scheduled for Tuesday, January 15th and Wednesday, January 16, 2019.
2. Any student, who is late during final exams, if the lateness is deemed illegal or unexcused, will receive detention in accordance with the Progressive Discipline Plan outlined in the Lampeter-Strasburg Student Handbook. Additionally, the student will be required to complete the final exam already in progress within the remaining time period allotted for the test. For example, if a student arrives 30 minutes late without a legitimate excuse on an exam day, the student will only have 75 minutes to complete the exam (105 minutes – 30 minutes = 75 minutes).
3. The buses will run on a regular schedule on final exam days.
4. Any/All students who miss a final exam as a result of an absence must make up the missed exam(s) on Wednesday, January 16th from 11:50 am to 2:45 pm, and/or Thursday, January 17th from 8:00 am to 3:00 pm.
5. Any student who has returned a Final Exam Early Dismissal Form signed by a parent is permitted to leave at the conclusion of final exams on Wednesday, January 16, 2019. All other students are required to remain at school and adhere to the schedule below.
6. Please be advised that cancellations due to weather prior to or during finals **will** impact the dates identified for final exams. Additionally, delays due to weather on the day of final exams **will** impact this schedule and **may negate** the ability for students to leave early on that particular exam day.

Exam Schedule for Tuesday, January 15th

7:35 – 7:40	Attendance/WLSH
7:40 – 9:25	Period 1 Final Exam
9:25 – 9:35	Break/Passage
9:35 – 11:20	Period 2 Final Exam
11:20 – 11:50	Period 3A Lunch/Class
11:50 – 12:20	Period 3B Lunch/Class
12:20 – 12:50	Period 3C Lunch/Class
12:50 – 1:20	Period 3D Lunch/Class
1:25 – 2:45	Period 4 Review

Exam Schedule for Wednesday, January 16th*

7:35 – 7:40	Attendance/WLSH
7:45 – 9:30	Period 3 Final Exam
9:30 – 9:35	Break/Passage
9:35 – 11:20	Period 4 Final Exam
11:20 – 11:50	Period 1A Lunch/Class/Make-Up
11:50 – 12:20	Period 1B Lunch/Class/Make-Up
12:20 – 12:50	Period 1C Lunch/Class/Make-Up
12:50 – 1:20	Period 1D Lunch/Class/Make-Up
1:25 – 2:45	Period 2 Class/Make-Up

*Students who have submitted a signed Early Dismissal Form and do not have to make up a final exam may leave at 11:20 a.m.

Lampeter-Strasburg High School
Lampeter, PA 17537
Finals Early Dismissal Form

Lampeter-Strasburg High School will be administering final examinations on Tuesday, January 15th and Wednesday, January 16, 2019.

On Wednesday, January 16th, 2019 **only** students meeting the following criteria will be permitted to leave at the conclusion of the period four (4) final examinations at 11:20 a.m.

- This form must be completed and submitted to your son or daughter's first period teacher by **Thursday, January 10th, 2019.**
- Students that take advantage of the early dismissal on Wednesday, January 16, 2019 must provide their own transportation.

Teachers: All period one teachers should forward completed Early Dismissal Forms or forms indicating that they are not permitted to leave at the conclusion of the exam period to the **Main Office by 3:00 p.m. on Friday, January 11th, 2019.**

Student Name: _____

Period 1 Teacher: _____

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- I/We **do** give permission for our son/daughter to leave school at the conclusion of final examination (11:20) on Wednesday, January 16th, 2019.
 - I/We **do not** give permission for our son/daughter to leave school at the conclusion of final examination (11:20) on Wednesday, January 16th, 2019. My/Our son/daughter will be staying at the school until the regular dismissal time (2:45 p.m.).

Signature of Student

Date

Signature of Parent/Guardian

Date