Organisation of S4 - S6 B Tests @ EEB2

Communication to parents and students

The following information describes the organisation and arrangements for the upcoming B-Tests for S4 to S6 classes. Please read it carefully to help ensure that the B-Tests run smoothly.

1. Communication of B-Test schedules

Students have been informed of their schedules by their educational advisers via Teams. Most of the B-Tests will be held in the salle polyvalente, while some will be held in their normal classrooms during regular lesson periods. Please check your B-Test timetable carefully.

S5-S6 students who have taken a B-Test **in the salle polyvalente** will have a free period immediately afterwards. At all other times, students will follow their normal timetable.

The full B-Test calendar is available on the EEB2 website:

https://eeb2.be/fr/secondaire-enseignement-examens-et-tests/

2. Content of the B-Tests

Please check with your teacher in class and via SMS:

- the exact content to be studied;
- any additional materials required (for example, a calculator, dictionary, etc.).

3. Salle polyvalente rules during the B-Tests period

- Students must leave their bags and coats in the préau.
- Only school student card, badges, pens and the materials required for the test may be placed on desks.
- Students must make sure that watches and mobile devices are stored in bags or lockers in the préau. Possession of these items in the salle polyvalente will be considered cheating and will result in a mark of zero (0) for the B-Test.
- Students may leave the salle polyvalente only when instructed to do so by the supervising staff.

4. Classroom rules during the examination period

- Students must leave their bags and coats at the front of the classroom.
- Only pens and the necessary materials may be placed on desks.
- Students must make sure that watches and mobile devices are stored in bags or lockers and set to airplane mode. Possession of these items in pockets or on desks will be considered cheating and will result in a mark of zero (0) for the B-Test.
- If you have finished your test, remain silent. Do not talk or disturb others.
- Cheating will result in a mark of zero for the B-Test.

5. Students with special arrangement

5.1 Extra time

5.1.1. B-Tests in the salle polyvalente

Students who are entitled to extra time and have their B-Test scheduled to take place in the salle polyvalente will be granted additional time at the end of the regular examination period.

5.1.2. B-Tests in classroom

Students who are entitled to extra time and whose B-Test is scheduled to take place in the classroom will be granted additional time either at the end of the regular examination period or in accordance with the arrangements applicable to the B-Test.

5.2 Computer use

Students who are authorised to use a computer and have chosen to do so for certain B-Tests will sit these tests in the rooms designated in the B-Test schedule, either in the salle polyvalente or in their assigned classrooms.

The students concerned will also be informed by their educational adviser via Teams.

6. Attendance

For detailed rules on attendance, please see point 3 of the Secondary School Regulations:

https://www.eeb2.be/en/our-school-plans-regulations-policies/

- Parents must immediately inform the school of an absence via the Parents Extranet.
- All absences in S4 to S7 on the day before or on the day of a B-Test or examination (being more than 45 minutes late on the day of the B-Test or examination is considered an absence) must be justified immediately by a medical certificate via the Parents Extranet. If no certificate is provided, the absence will be considered and treated as unjustified. If a student is absent from a B-Test without a medical certificate, they will receive a mark of 0.
- A student who has a medical certificate may not be present on the school premises and may not sit B-Tests. A retrospective medical certificate is not accepted. In addition, a medical certificate covering only part of the day is not accepted: either the student is fit to attend school and is therefore present from the beginning of the day, or the student is ill and remains at home.
- When a student is absent for a valid reason from one or more B-Tests, they must sit the missed tests on dates set by the teachers concerned. The student must therefore be ready to sit the test(s) as soon as they return to school. If the test(s) do not take place on the student's return, it is the student's responsibility to ask the teacher concerned for the new date of the B-Test(s).
- If a student becomes ill during the school day, they must report to the infirmary. If the student is unable to sit the B-Test or examination, a medical certificate must be provided to justify the absence. If the student chooses to sit the B-Test or examination, a retrospective medical certificate is not valid.

Wishing you the best of luck!

The EEB2 Team