



## TEST INFORMATION

### 1. Year 7 entry

Students seeking placement in Year 7 at a selective high school must take the Selective High School Placement Test unless they have a satisfactory explanation, e.g. illness. (See 13. Absence from test.)

The test is conducted by a Presiding Officer and supervisors.

### 2. Test components

There are four tests. Three of the tests consist of multiple-choice questions with answers recorded in computer-marked answer booklets. These three tests are: Reading, mathematics and general ability. The fourth test is a writing task, with candidates having 20 minutes to complete the task. The test is marked by trained markers using pre-determined criteria. A stimulus such as an image, a statement or a question is provided and students respond in writing. The writing will be judged on the quality of the thinking about a topic, the organisation of ideas and the control of language demonstrated in developing the piece of writing. It is expected that students will produce writing that is their own original work in response to the stimulus in the test. Marks will not be awarded for writing that does not specifically address the stimulus. Marks will also not be awarded where the writing of students is discovered to have elements in common with writing of other students or published works.

### 3. Test date: Thursday 19 March 2009

### 4. Test timetable

The following is a typical timetable for the test.

ACTIVITY	START	FINISH
Candidates arrive before	9.00 am	
Administration and practice	9.00	10.00 am
English test (40 minutes)	10.00	10.40 am
Break	10.40	10.45 am
Mathematics test (40 minutes)	10.45	11.25 am
Break	11.25	11.45 am
General ability test (40 minutes)	12.00	12.40 pm
Break	12.40	12.45 pm
Writing test (20 minutes)	12.45	1.05 pm
Candidates dismissed	1.05	1.15 pm

Apart from the arrival time and test duration this timetable is approximate and will vary according to the size and location of the test centre.

### 5. Transport

Parents must arrange transport to and from the test centre. Parents must be ready to collect students from the test centre by 1.15 pm, the approximate dismissal time. Parents are asked not to park or wait on school premises unless invited to do so. If the test finishes early and parents have not yet arrived to collect their children, students may return to the examination room and remain under supervision until 1.15 pm. Students are not to be left waiting after the test.

### 6. Clothing

Students should wear school uniform so they can be easily identified by supervisors.

### 7. Equipment

Students should bring two HB or B pencils, a pencil eraser, sharpener and the letter from the Selective High School and Opportunity Class Placement Unit which contains their student number. Students may bring water bottles provided that there is no writing on them apart from the brand name. Water bottles must be stored under the students' seats to avoid spillage over test materials. No other material or equipment will be allowed to be taken to the test desk. This includes pencil cases, dictionaries, rulers, calculators, computers, watches that calculate or are set to beep or mobile phones.

Students may bring in their bags something to eat in the long break.

### 8. Answer booklets

The presiding officer (the person in charge of the test centre) will show students how to record their responses in the answer booklets at the beginning of the first test session. Students will be given a chance to practise recording their answers. Students who need further help should raise their hands.

### 9. Conduct

Students must be careful not to look at the work of others during the test. Students found to be cheating risk disqualification from the test. Students must follow the presiding officer's and supervisor's instructions both during the tests and in the breaks. Please remember that candidates for the Selective High School Placement Test and their families are guests at the test centre. **Parents are not permitted to enter the test centre and they must leave the school grounds during the test.**

## 10. Break

In the break from approximately 11.25 am to 11.45 am students will leave the test room. During this period they will not be allowed to run or play vigorous games, but they may eat food they have brought with them. The test centre's canteen facilities may not be available to candidates.

## 11. Late arrival

Tests will start promptly. Students who arrive late may be allowed to take the test, but will be required to finish at the same time as other students.

## 12. Test centre clocks

If students cannot see the test centre clock, they should raise their hands and tell the presiding officer or supervisor. No time warnings will be given.

## 13. Absence from the test

Students unable to take the test will not be eligible for placement at a selective high school unless there are exceptional circumstances. If your child misses the test because of exceptional circumstances you should contact the Unit or download an illness/misadventure form and return the completed form within 14 days of the test. Parents may submit illness/misadventure claims if the students took the test while suffering from an illness or misadventure which prevented them from doing their best. It is generally better to do the test and lodge a claim than to miss the test. Although there is an appeals process later in the year, appeals based on illness will be considered only in exceptional circumstances at that time.

## 14. Sample test papers

Sample tests are available on the Internet. There is also a sample of an answer sheet so that the candidates can practise colouring in the answer bubbles as they are required to do in the test.

[http://www.schools.nsw.edu.au/learning/k-6assessments/ss\\_sampletest.php](http://www.schools.nsw.edu.au/learning/k-6assessments/ss_sampletest.php)

### Students: How to do your best in the test

1. There is nothing you should study especially for the tests. It is most important to think clearly and to use your ability to deal with new problems and situations to arrive at an answer.
2. Pay attention when the presiding officer (the person in charge of the tests) talks to you and shows you where to record the answers for each test.
3. Each multiple-choice test takes forty minutes, while the writing test takes 20 minutes. Each test has a set of instructions that the presiding officer will read to you. At the beginning of the first session there will be

practice questions to help you become familiar with the kinds of questions on the tests. Work through these when you are told, and then wait for the presiding officer to give you the answers.

4. If you have any problems understanding the instructions put your hand up and the presiding officer will answer your questions.
5. Do NOT open the question booklet until the presiding officer tells you to do so.
6. In each multiple-choice test every question has equal value. Marks are awarded for each correct answer. Incorrect or blank answers score zero.
7. Read each test question carefully before you start answering it. Think about what it asks you to do. Do not rush or you might make careless mistakes. Work steadily. Choose the answer that you think is best. If you find a question too difficult, do not spend a long time on it. Mark the answer you think is best and come back to that question if you have time.
8. It is very important to keep checking that the number of the question you are working on in the question booklet is the same as the number you are marking on the answer sheet. There are 'Answer check' reminders throughout the tests to check this. If you find you are answering a question at the wrong place, put your hand up and tell your supervisor. The supervisor will record the details and report the problem to the Unit. Start the next question at the correct place and come back to fix the problem if you have time, erasing one question at a time. Do not waste too much time trying to fix the problem before you have finished the last question. Once the problem is reported, the selection committee can take it into consideration.
9. If you want to work anything out you can write on the question booklet, in the multiple-choice tests. There is also space for planning provided in the writing task question booklet if you choose to use it. The question and answer booklets will be collected at the end of the tests, but rough working you have done in the question booklet will not be marked.
10. There will be no time warnings during the test. Once the test starts you will need to check the test centre's clock frequently to find out how much time you have left. The presiding officer will point out the test centre clock. Put your hand up if you cannot see it or if you are unsure of where it is.
11. Put your hand up if you have any problems or any questions.

### Enquiries: Selective High School and Opportunity Class Placement Unit

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Internet: <http://www.schools.nsw.edu.au/learning/k-6assessments/selectiveschools.php>