Selective High School Placement Test 2019 for entry to Year 7 in 2020

Test information for parents and students

Who must sit the Selective High School Placement Test?
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 page 4 for further information.)

When will the test be held?
The test will be held on Thursday 14 March 2019 at 9.00am at the allocated test centre.

How long does the test take?
The following is a sample timetable for the test. Parents must drop students off at the test centre by 9.00am and return promptly at 1.30pm to pick them up. Do not arrive before 8:30am as there is no supervision available. Apart from the arrival time and duration of the tests this timetable is approximate and will vary according to the size and location of the test centre. If the test is delayed, please wait quietly and take care to avoid disruption to the school.

**Parents must be ready to collect students at 1.30pm.** Students are not to be left waiting after the test. If the test finishes early, students will be supervised.

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>START</th>
<th>FINISH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidates arrive by</td>
<td>9.00am</td>
<td></td>
</tr>
<tr>
<td>Candidates assemble in school groups</td>
<td>9.00am</td>
<td>9.20am</td>
</tr>
<tr>
<td>Session 1: Administration</td>
<td>9.20am</td>
<td>10.00am</td>
</tr>
<tr>
<td>Reading test (40 minutes)</td>
<td>10.00am</td>
<td>10.40am</td>
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<tr>
<td>Break</td>
<td>10.40am</td>
<td>10.45am</td>
</tr>
<tr>
<td>Mathematics test (40 minutes)</td>
<td>10.45am</td>
<td>11.25am</td>
</tr>
<tr>
<td>Administration</td>
<td>11.25am</td>
<td>11.35am</td>
</tr>
<tr>
<td>Break</td>
<td>11.35am</td>
<td>11.55am</td>
</tr>
<tr>
<td>Session 2: Administration</td>
<td>11.55am</td>
<td>12.10pm</td>
</tr>
<tr>
<td>General ability test (40 minutes)</td>
<td>12.10pm</td>
<td>12.50pm</td>
</tr>
<tr>
<td>Break</td>
<td>12.50pm</td>
<td>12.55pm</td>
</tr>
<tr>
<td>Writing test (20 minutes)</td>
<td>12.55pm</td>
<td>1.15pm</td>
</tr>
<tr>
<td>Candidates collected by parents</td>
<td>1.30pm</td>
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What happens during the 20 minute break?
In the longer break students will leave the test room and should go to the toilet. They should not run or play vigorous games, but they may eat food they have brought with them. The test centre's canteen facilities will not be available to candidates. Students should not share food.

How do students get to the test centre?
Parents must arrange transport to and from the test centre. Parents must observe any parking restrictions near the test centre. **Parents must not park or wait on school premises unless authorised by the High Performing Students Team prior to the test.** Parents must be ready to collect students from the test centre by 1.30pm, the approximate dismissal time. If the test finishes early and parents have not yet arrived to collect their children, students may return to the test room under supervision until 1.30pm. Students are not to be left waiting after the test.

What happens if a student arrives late?
Students who arrive late may be allowed to take the test, but will be required to finish at the same time as other students.
What should students wear to the test?
Students should wear school uniform, including a jumper if it is a cool day and a hat for the break. Before the test the students will be assembled in primary school groups outside the test centre.

What must the students bring to the test?

<table>
<thead>
<tr>
<th>Students MUST bring:</th>
<th>Students should NOT bring:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glasses, asthma inhaler and tissues if required. Other medical devices must be approved before the test</td>
<td>Pens, pencil cases, erasers, rulers, note paper or other material such as dictionaries or books</td>
</tr>
<tr>
<td>Clear plastic water bottle – with no writing on it except for the brand name (to be stored under the seat to avoid spills)</td>
<td>Equipment such as calculators, computers, mobile phones, computer watches, watches that calculate or beep, or any device that calculates, photographs or communicates</td>
</tr>
<tr>
<td>A substantial snack to eat during the break as lunch will be late, especially if the test is delayed.</td>
<td>Snacks containing nuts or nut products.</td>
</tr>
</tbody>
</table>

Pens will be provided for all candidates sitting the test.

How are the students identified at the test?
At their desks in the test room students will find an answer booklet labelled with their name, date of birth and current school. They must tell a supervisor if the details are wrong. Identifying details are not provided to markers so all papers are marked anonymously. Answer booklets are linked back to the student using a unique booklet barcode.

What tests do the students do?
There are four tests. Three of the tests have multiple-choice questions and students answer in computer-marked answer booklets. These three tests are reading, mathematics and general ability, each lasting 40 minutes. The fourth test is a writing test lasting 20 minutes. A stimulus such as an image, a statement or a question is provided and students respond in writing.

To gain high marks for their writing students should include interesting and imaginative ideas and communicate their ideas clearly. The markers will give no marks if the writing is not about the topic or if the writing is using someone else’s ideas or words. The writing test is double marked by trained markers. The markers pay more attention to what is written than to how much is written. The markers need to be able to read the handwriting. The writing must be completed on a maximum of two pages.

How do students show their answers?
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 and students will practise recording their answers. Students who need further help should raise their hands. This part of an example answer booklet shows the boxes students will fill to show their answers.

The answers are grouped according to the page number in the question booklet, e.g. question 1 to 5 are on page R3 of the question booklet.
This helps students to make sure they are answering each question on the right line of the answer page. Sample answer booklet pages can be viewed on the Team’s website under ‘The test’.

**Students must show their answers in the answer booklet** and not the question booklet unless authorised in advance or by the test supervisors as a special test provision. If students need to work anything out they may write in the question booklet but **they must show answers in the answer booklet**. See below for instructions for changing an answer.

**What is expected of the students?**

Students must be careful not to look at the work of others during the test. Students suspected of cheating risk having the test marks not counted. Students must follow the presiding officer’s and supervisors’ instructions both during the tests and in the breaks. In a small number of cases parents will be advised in writing if they are required to stay on the school grounds for student welfare reasons. **Generally, parents are NOT permitted to enter the test centre and they must leave the school grounds during the test as the school needs to maintain its security.** Please do not photograph other students or attempt to take photographs of inside the test room (even through windows) as it can cause disturbance to the candidates.

**How do the students know how much time they have in each test?**

The presiding officer will show students the test clock being used to time the test. If students cannot see the test centre clock clearly, they should raise their hands and tell the presiding officer or supervisor. No time warnings will be given before the end of each test.

**What should students know about the test?**

- 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 choose an answer.
- 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.
- If you have any problems understanding the instructions put your hand up and the presiding officer or supervisor will answer your questions.
- Do NOT open the question booklet until the presiding officer tells you to do so.
- At the beginning of the first session there will be practice questions to make sure that you know how to show your answers. Answer the practice questions when you are told, and stop work when you are told to.
- Read each test question carefully before you start answering it. Think about what it asks you to do. Use your time wisely. 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 later if you have time.
- To change an answer, draw an X through the answer you don’t want and fill in the box of the new answer. If you want to choose an answer you previously crossed out, circle the answer you now want and draw an X over the latest answer you coloured in.
In each multiple-choice test every question has equal value. Marks are awarded for each correct answer. Incorrect, double or blank answers score zero. Marks are not taken off for wrong answers. It is better to have a guess rather than leave an answer blank. Not leaving any answers blank helps you make sure you are answering on the correct line.

In the writing test, you must write about the topic or no marks will be given.

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. Check this with the ‘Answer check’ reminders throughout the tests (like the one shown below). If you find you are answering a question at the wrong place, put your hand up and tell a supervisor. The supervisor will record the details for the selection committees to check later. Start the next question at the correct place and come back to fix the problem later if you have time, changing one question at a time. You should not cross out a whole group of answers at once as you could run out of time correcting them. Do not waste too much time trying to fix the problem before you have finished the last question.

ANSWER CHECK (Reading No. 1)

Look at your answer booklet — was the last box you filled in for Question 18? If it was, keep going. If it wasn’t, put your hand up now for help.

If you want to work anything out in the multiple-choice tests you can write on the question booklet. There is also space provided for planning 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 any notes that you have made in the question booklet or the writing planning page will not be marked.

There will be no time warnings during the test. You will need to check the test centre’s clock to find out how much time you have left. The presiding officer will tell you which test centre clock is the official one. Put your hand up if you cannot see it clearly.

Put your hand up if you have any other problems or any questions at any time.

What if the student is unable to take the test or misses part of 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 all or part of the test because of exceptional circumstances, submit a request for consideration of illness/misadventure within 14 days of the test. Parents may submit an illness/misadventure request if students took the test while they were ill or because of misadventure which prevented them from doing their best. The Illness/misadventure form is available on the Team’s website. It is generally better to do the test and lodge an illness/misadventure request than to miss the test, as long as it does not put the child at risk of harm.

Parents should seek medical attention for the student on the day of the test if the child is ill on the test day. Attach a medical certificate and/or other evidence to the Illness/misadventure form. Ask the doctor to complete the ‘Independent evidence of illness’ page of the Illness/misadventure form as well.

Where can I find sample tests?


Students must bring a printed copy of their Test authority letter to the test centre on test day.