

This belongs to
Class

Blacktown Girls' High School

School Certificate / Leaving Certificate 1965

1. Make sure that you have made a correct copy of your timetable and checked your notation of your examination number.
2. Arrive at school at least 30 minutes before the examination is scheduled to commence. School Certificate girls will assemble in the Administration Quadrangle after the rest of the school has entered the classroom blocks.
3. The following rooms will be set aside as Cloak Rooms for your use during the examinations.
Leaving Certificate Candidates - Library Annexe
School Certificate Candidates - 4A & 4B B1
4C & 4D B2
4. In the case of illness or sickness, the Principal must be notified immediately i.e. by 9.00 a.m. on the morning of the examination and a medical certificate MUST be presented later.
5. All textbooks must be handed in on the day of the examination. The books must be tied together, with a slip of paper on top of the pile giving the following information: Name, Class, Number of books, and the name of each textbook in the bundle
REMEMBER: Books not handed in must be paid for.
Leaving Certificate girls will leave their textbooks on the black table at the foot of the Library stairs.
School Certificate girls will leave textbooks on the special tables under the blackboards in B 1 and B 2.
Books are to be left before candidates assemble for the examinations.
6. Bring your full complement of instruments, pens, pencils, rubbers etc for the examinations. Don't expect to be able to borrow.
7. School Certificate girls who are leaving school at the end of this year must make arrangements with Class Teachers for references. The attached form should be completed and handed to the Roll Teacher by Friday, 29th October. No reference will be given unless the application is made.
8. Leaving and School Certificate Candidates
References are not given until clearance forms re Textbooks, Library, School Fees (where exemption has not been sought and granted) and any outstanding money for Home Economics, Needlework, Art etc have been duly completed. Clearance forms should be obtained from the Principal as soon as possible after completing the final paper.
9. All girls continuing to Fifth Form next year must attend regularly to the end of the year viz. Thursday, 16th December.
10. SPEECH DAY 14th December.
All girls are expected to attend and to be in full school uniform - summer preferred. Prefects will wear winter uniform (no blazer but long sleeved blouse tie.)
Practice for Speech Day will be held some time on Monday 13th December.
Prize Winners are required for practice as well as on Speech Day.

Blacktown Girls' High School

Request for a Reference

School Certificate Candidate

1965

Name:..... Class:.....

Class Teacher:

Subjects taken for School Certificate:.....
;.....

School Office:
(Class Captain, School Prefect etc)

Represented School in
(Athletics, etc)

School Club
(Choir, Red Cross etc.)

Date of Entry to this school.....
xx

Staff Use only

Appearance
Conduct
Attendance
Punctuality
Remarks

To be completed by Roll Teacher (after checking) on Friday 5th November

Have all library books been handed in or paid for Yes/No
Have all School Fees been paid or exemption granted?..... Yes/No/N/A.
Have all Home Economics fees been paid?.....Yes/No/N.A.
Have all Art fees been paid?..... Yes/No/N.A.

UNTIL Clearance as above and also for textbooks is complete, no
reference can be given.