



**Villanova Junior High**  
2698 Topsail Road  
Conception Bay South, NL  
A1W 4B1

www.villanova.k12.nf.ca

Telephone:(709) 834-3916

**Mr. Barry Jenkins** D.C.S., B. Sc., B. Ed., M. Ed.

**Principal**

[barryjenkins@nlesd.ca](mailto:barryjenkins@nlesd.ca)

Fax:(709) 834-4064

**Mr. Carolyn Tilley** B. Ed., M. Ed.

**Assistant Principal**

[carolyntilley@nlesd.ca](mailto:carolyntilley@nlesd.ca)

---

---

## **Administration of Unit/Chapter Tests and Quizzes** **and Assignment of Homework**

September 2017

1. Tests/Quizzes shall NOT be scheduled 2 days prior to or the week after Christmas. Test/quizzes shall not be scheduled the week after the Easter break. Test/quizzes shall not be on the day after **scheduled holiday weekends** throughout the year.
2. Tests/Quizzes shall NOT be scheduled during the FIVE school days before the formal end-of-year comprehensive examinations.
3. One week's notice of a Test/Quiz is required, and MUST be posted on the testing calendar in google. Those not posted will have to be re-scheduled. This notice must also be posted on the homework web site.
4. A maximum of THREE (3) Tests/Quizzes **per 5 consecutive school days** may be scheduled with no more than **ONE (1)** test on any given day.
5. These guidelines will be shared with students and with parents/guardians on Curriculum Night. This will also be posted on the school's web site.
6. School Sponsored Activities.
  - a) Tests shall not be scheduled the day following special school events such as evening concerts, school fairs etc.
  - b) Homework. **New** homework shall not be given on the day of a school sponsored activity if it is expected to be completed for the following day. It can be assigned if the due date is later than the following day.  
**Note:** This does not include homework or assignments/projects that were assigned on previous days and happens to be due the day after a special event.
7. Mental Math Quizzes are exempt from this policy.