



Pigeon Lake Regional School

Box 60, Falun, AB T0C 1H0

Phone : (780) 352-4916

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www.plrs.ab.ca

December 14, 2021

Diploma Exams - Special Cases

In an effort to anticipate any possible problems or confusion associated with the writing of Diploma Exams the following procedures will be in effect in the case of inclement weather. These procedures are in accordance with [Alberta Education's General Information Bulletin](#).

Inclement weather includes situations where the weather conditions prevent a student from being able to arrive safely at the nearest available writing location or where the writing locations have been closed. Students must make every attempt to travel to, and arrive at, the writing location with exception to cases in which travel will pose to be potentially harmful.

In the event that the administration has commenced and the students' safety turns out to be at-risk, school administrators should manage the event and annotate the incident on the *Principal's Statement*. When a diploma exam is available in the next administration, the normal response to these circumstances is deferment. Students are eligible to be exempt from writing a diploma exam, or diploma exam component, if they are unable to access the writing of the diploma exam, or diploma exam component.

Students may begin writing up to one hour after the pre-scheduled start of an examination. (Information related to *Late Arrivals* is included in the *Diploma Exam Rules & Policies* section).

Under certain circumstances and only upon the approval of the Director of Examination Administration, or designate, an examination may be administered to individual students on the scheduled day of administration but at times other than the scheduled time.

Requests for inclement weather must be supported by official documentation if the event does not impact more than one student.

Required documentation but not limited to: AMA road reports or police accident report or bus company report validating that busses were not operating or tow truck report or school personnel reporting closure.

NOTE: In the event that a group of students are impacted and unable to access the writing of a diploma exam as a result of inclement weather, a group application could be submitted to Alberta Education.

Parents and students are reminded that announcements with regard to buses not running are posted on our website at www.wrps11.ca by 7:00 A.M. and in accordance with [Inclement Weather AP 132](#).

Sincerely,

Dr. Melissa Humby
Principal



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