

Secondary 1 to 3 End-of-Year Examination Briefing

21 SEPTEMBER 2026

Objectives:



- Familiarise with examination conditions
- Familiarise with skills during the examination period



Examination Period

- **Sec 1:** 28 Sep – 7 Oct
- **Sec 2:** 28 Sep – 8 Oct
- **Sec 3:** 24 Sep – 8 Oct

Examination Venues

- **Sec 1 & 2:** Classrooms (Except for Oral Exams which will be in the MPH)
- **Sec 3:** MPH, RT, Com Lab 3&4, Dance Studio, Tutorial Room 4C, and Classrooms
- **AA:** Smart Rooms

*Refer to the exam timetables on our school website

During the examination period, check:



1. The timetable for the venues you are required to report to.
2. Seating plan parked in the EOY Exam padlet.



Sec 1 padlet:

<https://padlet.com/xmspadlet/y2026-eoy-exam-secondary-1-zl21y3fdv6j918t>



Sec 2 padlet:

<https://padlet.com/xmspadlet/y2026-eoy-exam-secondary-2-t5dvt4sm11fli4i8>



Sec 3 padlet:

<https://padlet.com/xmspadlet/y2026-eoy-exam-secondary-3-ocvy8z62pe466o6m4>



CLASSROOM SEATING ARRANGEMENT

- There should be 6 columns of tables/chairs facing the whiteboard. Each column has 7 tables/chairs.
- There is a seating plan for every paper. **You may not be seating in the same seat.**
- Sit at your allocated place BEFORE the invigilator arrives.

Classroom Seating Arrangement

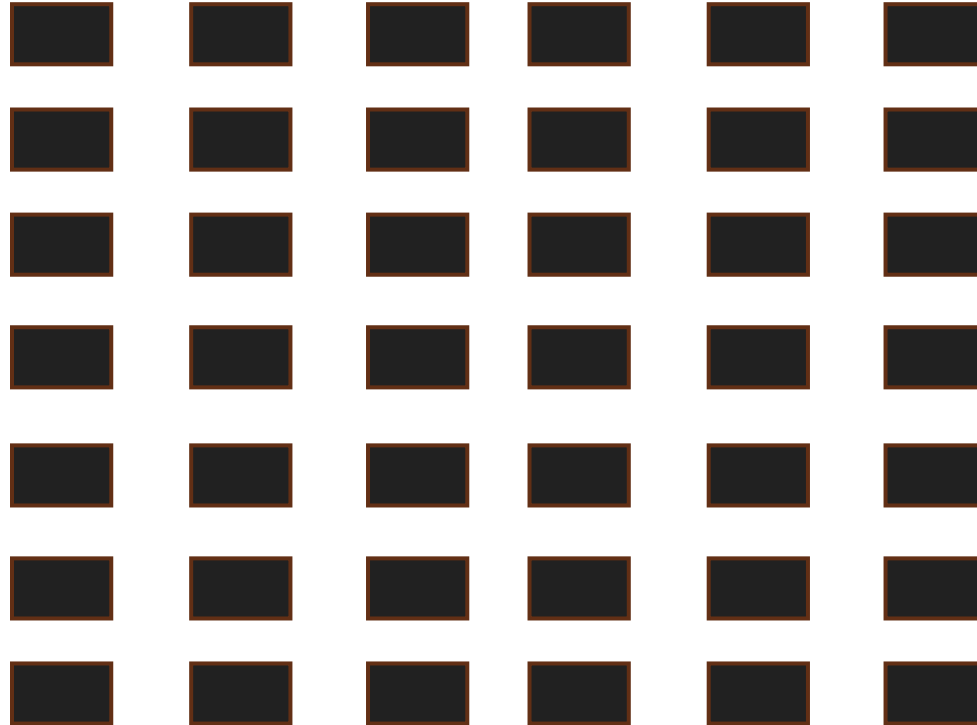


6 columns X 7 rows

WHITEBOARD

ENTRANCE

Note: Leave a gap between the walls and the first/last column of tables.



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ENTRANCE

	G2 MTL						G3 MTL						G3 HMTL							
	CL - G2						CL - G3						HML - G3		HCL - G3					
ML - G2	309	308	307	306		ML - G3	308	307	306	305		304	303	302	301	HML - G3	304	303	302	301
A	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
	24(305)					9(304)	37	24*	29	28	10	7	36	34	1	42	40	40	35	3
B			4	35	33	24(304)		36	30	22	11	6	37	33	2		31	41	32	4
C	24(306)		9	33			7	26	32	21	12	5	38	30	6	5	26		28	7
D			12	32	2	10(306)	15	23	34	20	13	4	39	29	8	21	25	3	27	11
E	9(307)		14	30	6	11(306)	21	18	35	19	14	3		26	9	32	23	5	22	13
F	25(307)		16	29	12	13(306)		16	36	18	16	2	1	24	10	36	15	6	21	14
G	3(307)		18	28	14	26(306)	1	14	37	17	17	1	2	23	12		8	11	19	19
H			22	27	15		3	13	38	16	10		4	20	15	HML - G3	4	13	17	20
I	17(308)	34	28	22	18	10(307)	4	12	41	14	21	39	8	18	17	25		18	16	23
J		33	32	20	22		8	5		18	25	38	9	12	21		34	21	15	24
K	26(309)	31	33	17	23	2(309)	9	2	5	12	27	35	10	11	22	7	29	22	14	31
L		30	34	15	27	6(309)	11	1	28	10	28	33	12	9	25		26	29	13	35
M		29	35	11	30	23(309)	12		8	9	30	30	14	8	26		23	31	10	36
N		28	37	2	33		13	35	16	7	31	28	15	1	27		22	32	7	39
O		25		7	34		14	32	17	2	32	26	16		28		20	34	6	40
P		20	7	6	36		17	31	19	5	33	25	17	38	29		19	36	5	42
Q		19	15	4	38		35	29	20	3	35	24	19	34	30		8	37	4	
R		18	16	3			37	28	25	1		23	20	33	32			40	3	2
	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1

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Reporting Times



Condition	Action
Paper starts at 0800	Report at Classroom for flag-raising at 0725. Proceed to examination venue by 0740
Paper starts after 8am (not the 1 st paper on the day)	Report outside the examination venue 20 minutes before the start of the paper.
No paper	Do not need to come to school.

MOBILE PHONE STORAGE



ONLY for the EOY examination period, mobile phones should be:

- Switched off / in silent mode
- Kept in YOUR SCHOOL BAG
- Do not place it in your locker
- If your mobile phone rings during the examination regardless of where it is placed, it will be confiscated.
- Mobile phone is not permitted to use before/between papers.

Examination Procedures



- NRIC or EZ-Link card - Place at the top right corner of the table for attendance-taking purpose. **The photo of your face on it cannot be covered.**
- Bags - Placed at the back of MPH, Classroom, Comp Lab or AA venue.
- Jacket - Only school jackets are allowed.
- Remain in your assigned seat throughout the examinations.
- Where multiple papers are carried out, CHECK that you are given the correct question paper(s).

PROHIBITED ITEMS TO CONFISCATE & REPORT

- Mobile phones and non-approved electronic devices
- Smart watches/devices/ **smart glasses**
- Step Trackers
- Erasable pen
- Correction fluid/tape



Student Submissions



- STAPLE

- As instructed



- TIE WITH STRING

- Students are to tie a string on the writing paper even if only one piece of writing paper is submitted.



Absence from examination



Absence from school:

- If you are unwell, practise social responsibility and do not come to school.
- MC is required. Submit to your form teacher on the day you return to school.

TOILET VISITS



Visit the toilet:

Before the flag-raising ceremony OR **prior** to the start of the papers

During the examination:

- **For papers lasting 1hr or less**, toilet requests will not be granted.
- **For all other papers**, toilet requests will **not** be granted for **first 45 mins** after the start of paper and **last 15 mins** before the end of paper.

Breaks between papers



- Between the 1st and 2nd / 3rd paper of the day, you can go to the canteen, study areas. **You are not allowed to leave the school.**
- For days where you are having 2nd paper, report to the next venue 20 mins before the start of paper.



Examination Conduct

- Bring your own stationery and personal items e.g. tissue paper.
- Wear your FULL SCHOOL UNIFORM to sit for your examinations. (**strictly follow XMS school rules**)
- Do NOT attempt any communication with other candidates.
- Do NOT start writing until you are told to do so.
- Do NOT continue to write after the stop writing announcement had been made.



Examination Conduct

- **If there are different ending times** for the papers in the same exam venue, after your paper:
 - Move your chair quietly
 - Walk quickly and quietly
 - Leave the exam venue quickly upon dismissal
 - Do not loiter around the exam venue

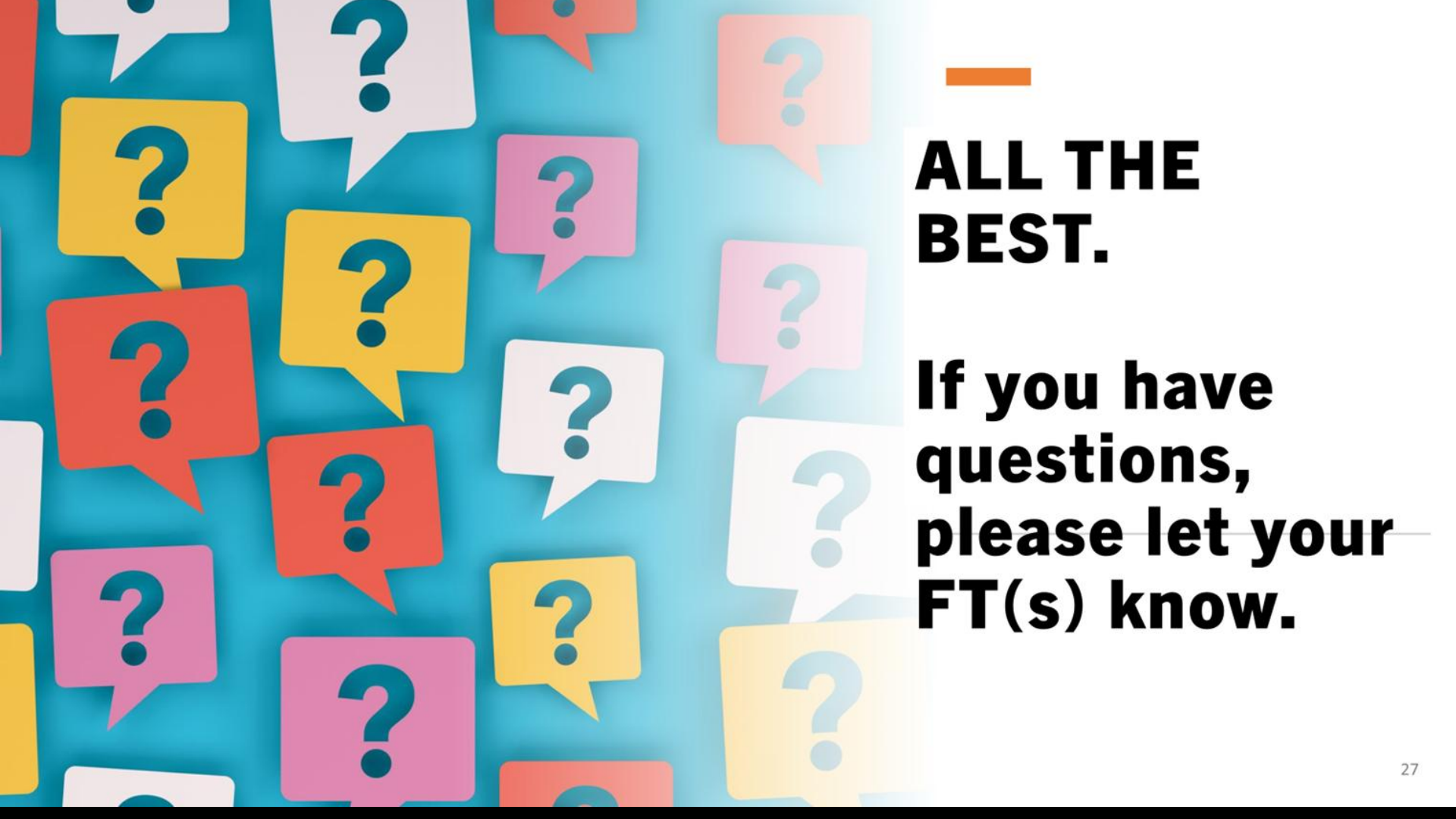
Show consideration for your schoolmates as they are still sitting for their papers.



Next steps: **By 22 Sep (Tuesday)**



- Please arrange your tables/chairs in 6 columns facing the whiteboard. Each column has 7 tables/chairs.
- Remove ALL materials in the classroom.
- Use padlet link or QR code to access the seating arrangement for EACH DAY, EACH PAPER. **Alert your FT if there are issues with YOUR seating arrangement e.g. name missing**
- No hard copy will be provided or put up in the classrooms.



**ALL THE
BEST.**

**If you have
questions,
please let your
FT(s) know.**