Parents and Candidates

Reducing the risk of the spread of Covid-19 during the Common Entrance Assessment

In order to ensure the safety of candidates and staff during the Common Entrance Assessment, the School has introduced a series of measures to help create a safer environment. In doing so, we hope that the risk of transmission of infection is significantly reduced. We ask that all candidates and parents take the time to look through these measures and that candidates follow the procedures and expectations carefully.

FEELING UNWELL

For Parents/Guardians

- I am aware of the symptoms of COVID-19: high temperature (37.8C or above); a new/continuous cough; or a loss/change in sense of smell/taste
- I will not send my child to the assessments if they or any member of the household has tested positive for Covid-19
- I will not send my child to the assessments if they or any member of the household is displaying any symptoms of COVID-19
- I will not send my child to the assessments if they have been told to isolate by NHS Test and Trace, the NHS Covid App or by school/another organisation and are still within the isolation period
- I confirm that my son/daughter has adhered to the Health Protection (Coronavirus, International Travel) (Amendment) Regulations (Northern Ireland) 2020 and he/she has self-isolated in one place for 14 days if he/she has returned from a country which is not on the UK exempt list.
- Should a positive test be presented then the school will contact the EA/PHA as per guidance

For Candidates

- If a candidate is feeling unwell in school, they must let a member of staff know immediately and follow the procedures outlined in school
- **If a candidate misses two papers they must inform the AQE Office as soon as possible, info@aqe.org.uk**

TRANSPORT, ARRIVAL & DEPARTURE

- Candidates should enter the school grounds and buildings using the designated entrances
- Candidates should only bring necessary items to school
- Candidates are asked to follow social distancing guidance on arrival and exiting the school grounds
- Parents are requested to follow the arrival and departure protocols and are asked not to disembark from their vehicle
- Parents must not congregate in groups in areas immediately outside the school
- Parents must not enter the school buildings

ASSESSMENT ROOMS

- Candidates must follow the instructions of staff at all times
- Candidates will sit at their designated seat
- Candidates should not share stationery with others
- Candidates must respect the personal space of others in the room

SOCIAL DISTANCING

- Candidates will follow social distancing guidelines as set out by the government and outlined in school
- Candidates will follow one-way systems and floor and wall signage
- Candidates must respect the 2 metre distancing when interacting with staff and pupils who are not in their class bubble
- Candidates should keep moving in the corridors and take particular care when moving through any necessary 'cross-over areas'
- Candidates should not make physical contact with each other.

USE OF THE TOILETS

- Candidates should maintain high levels of hygiene – wash hands and use of hand sanitiser
- Candidates should not congregate or loiter in toilet areas

RESPECTFUL BEHAVIOUR

- Candidates must respect the personal space of others
- Candidates must not spit in the school grounds
- Candidates must not cough or sneeze in someone's direction on purpose
- Candidates should accept that others may be anxious about COVID-19 and should not do anything on purpose which will increase their anxiety
- If worn, face coverings should be used correctly

HYGIENE

- Candidates must sanitize their hands as soon as they arrive at school
- Candidates are asked to use soap and water when washing their hands
- Candidates are encouraged to bring and use their own hand sanitiser and tissues to school
  Please note – hand sanitising does not negate the need to wash hands
- Candidates should exercise good respiratory hygiene by promoting the 'Catch it, bin it, kill it' approach
- Candidates must dispose of litter in the bins provided