

# COVID-SAFE PRACTICES FOR EXAM CENTRES

External assessments at TASC Exam Centres are scheduled to go ahead with COVID-safe practices.

The current public health measures to restrict the potential spread of COVID-19 won't substantially change how students' experience their exams and end-of-year assessments. Students will need to follow the instructions given by Exam Supervisors, the signage at Exam Centres and bring the personal supplies needed to complete the exam.

**Students are not to attend an exam if they have cold or flu like symptoms, or if they are in isolation awaiting a COVID-19 test result.** See the [2020 Student Exam Guide](#).

Schools are required to establish additional COVID-safe practices for the time the school is operating as an Exam Centre. Cleaning protocols are the responsibility of Exam Centres and should be maintained throughout the external assessment period, including all oral, practical, performance and written exams.

## COVID-SAFE PRACTICES FOR EXAM CENTRES

EXISTING COVID-SAFE PRACTICE	ADDITIONAL PRECAUTIONARY PRACTICES
<p>Hygiene station and supplies outside exam rooms, including hand sanitiser, disinfectant wipes.</p> <p>Daily cleaning and frequent disinfection of high touch surfaces (such as door handles).</p> <p>Students displaying COVID symptoms, including hay fever symptoms, to follow advice at <a href="#">Illness and emergency during exams</a>.</p> <p><a href="#">COVID-safe Behaviours</a> to be demonstrated by all Exam Centre staff and TASC employees.</p> <p>Exam Centre signage and verbal messaging about:</p> <ul style="list-style-type: none"> <li>not attending exams if unwell</li> <li>hygiene practices</li> <li>entry, exit and flow of movement in exam rooms.</li> </ul> <p>Managing health and risk, including being aware of specific groups that may be <a href="#">higher risk Tasmanians</a>.</p>	<p>Exam Centre staff to comply with <i>COVID-safe Plan</i> requirements of individual schools, including completing visitor screening forms (where required).</p> <p>Maintaining a strict register of attendance for all assessments.</p> <p>Physical distancing of desks for written exams (in line with usual practice).</p> <p>Cleaning and disinfection of any shared equipment (such as desks and chairs) between groups of students (where use of equipment in succession cannot be avoided).</p> <p>Promoting fresh air flow indoors (where feasible and it does not cause noise impact).</p> <p>A dedicated TASC contact for schools on Exam Centre COVID-safe practices.</p> <p>A senior staff member from the school present outside exam rooms prior to every exam to support students.</p> <p><i>Exam Centre COVID-safe Checklist</i> to ensure all requirements are in place.</p>
<p><b>Note:</b> Exam Centre staff and students are welcome to wear facemasks if that is their preference (noting <a href="#">advice</a> that currently in Tasmania, you do not need to wear a facemask, unless you are directly caring for someone who is suspected or known to have COVID-19).</p>	

## TASC EXAM CENTRE ASSISTANCE

Naomi Colbeck, Support and Liaison Officer, can assist with any Exam Centre queries.

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