

Dear Candidate,

In advance of the commencement of the 2020 Leaving Certificate examinations tomorrow Monday 16 November please see some final important matters for your attention. Please ensure that you read this information carefully and access the documentation referred to in the links at end.

1. Updated Public Health Advice

Following receipt of updated advice from the public health authorities we are providing updated information to students about attendance at the Leaving Certificate examinations by those restricting their movements on health advice, as a result of being a close contact of someone who has been diagnosed with Covid-19. **This updated information does not apply to a person who is within a restricted movement period on travel into the country (sometimes called quarantining). The position continues to be that a student in that case may not attend for the examinations in that period.**

In certain limited circumstances and subject to sufficient notice being provided, the State Examinations Commission (SEC) will seek to make arrangements for students in this category to sit their examinations at a different location, where appropriate controlled arrangements can be made to enable the sitting of the examinations without compromising public health and in a manner with safe-guards the integrity of the examinations.

We have previously instructed students not to attend at the examination centre if they have been diagnosed with Covid-19; if they have any symptoms; are if they are self-isolating or restricting their movements. Students are required to complete a health declaration in advance of each examination at the school where they will be taking their examinations.

Our updated instructions apply only in the limited circumstances of a student who has been notified that they are a close contact of a confirmed case; are asymptomatic; and are restricting their movements as a result; and this includes those awaiting a Covid-19 test result themselves. (Note below the details of when this does not apply.)

If you are in this category (i.e. a close contact, asymptomatic and restricting your movements) and are due to sit an examination, you should contact the SEC. With a minimum of 24 hours' notice, and provided you can attend the examinations through your own/immediate household transport, we will make every reasonable effort to arrange for you sit your examination(s) at a different location at the scheduled time. This location will not be at the school at which you were due to sit the examinations and may be some distance from that location. **Under no circumstances should you attend the school at which you were due to take the examination.**

When might these arrangements apply?

- You know you are a close contact of a confirmed case or you are notified of this over the period of the examinations.
- You are awaiting a test result or you have received a negative test result.
- You have absolutely no symptoms no matter how mild.
- You have been advised to restrict your movements.

What should you do if you believe that you are in this category?

- Follow all public health advice that you have been provided with as a close contact.
- Do not attend at the school at which you were due to sit the examinations.

- Contact the SEC on 1800 111 135 or 1800 111 136 or email race@examinations.ie to report your circumstances and to seek assistance. If sending an email provide details of your circumstances, your examination number, the examinations in which you are entered and a phone number at which we can contact you.

Provided the SEC is notified at least 24 hours in advance of your next examination, every reasonable effort will be made to arrange an alternative (non-school) location for you to sit your examination(s). It will be up to you to attend the examinations and all subsequent examinations at this location. This must be done by private transport (i.e. cycling, walking, driving yourself, being driven by a member of your immediate household to and from the alternative location.) It is not permitted to use public transport to get to the location. It will be up to you to present yourself at this location in advance of the scheduled start time of each examination as per the timetable. You must be able to get to this location which in many cases is likely to be some distance (i.e. in another town and possibly in another county) from your school/centre.

If it is possible to put in place an arrangement for you to sit your examination(s) but you are unable to attend the new location at the scheduled time(s), then no other arrangement is possible. You will miss the examination(s). You will be able to enter the 2021 Leaving Certificate examinations in due course.

If you contact the SEC to alert us that you are a close contact of a confirmed case less than 24 hours of the start time of your next examination then it will not be possible for us to put arrangements in place for that examination. However, if you have any subsequent examinations you should still contact us as we will seek to make arrangements for you to be able to attend for any subsequent examinations in which you are entered.

As a close contact, there will be additional health measures put in place to keep everyone engaged with you in the organising of these examinations safe. You will be required to follow all directions at the alternative location. If at any stage during the course of these arrangements, you are diagnosed with Covid-19 or you develop any symptoms, then you must not attend the examinations.

When do these arrangements not apply?

- You have been diagnosed with Covid-19
- You have any of the symptoms of Covid-19 or you develop these symptoms at any stage
- You are self-isolating or have been advised to self-isolate
- You are restricting your movements in line with current public health advice on travel into the country (i.e. you are in quarantine) and have an examination with the restricted movement period

If any of these circumstances apply to you, you must not attend the examinations and no alternative arrangements will be possible. You will miss your examinations. You will be able to enter the 2021 Leaving Certificate examinations in due course.

As noted above, the SEC will make every reasonable effort to put in place arrangements to enable students in the specific circumstances, as set out, to take their examinations at another location at the scheduled date and time. However, this may not prove possible in all cases. If it does not prove possible, no other arrangements can be made.

These arrangements are in addition to the reasonable accommodations that can be made to provide for students experiencing illness, injury and bereavement over the course of the examinations. As previously advised, there is no later sitting of this examination so any reasonable accommodations

will be confined to arrangements that can be made to take examinations as per the published timetable.

2. On-Line Marking

Information relating to the marking of Online scripts can be found here

<https://www.examinations.ie/?l=en&mc=ex&sc=se>

3. Conduct of Candidates and Breach of Regulations

Candidates should familiarise themselves with information provided at

<https://www.examinations.ie/?l=en&mc=ex&sc=se> in relation to the Breach of Regulations and the Conduct of Candidates during examinations.

State Examinations Commission

Athlone

15 November 2020