Coimisiún na Scrúduithe Stáit
State Examinations Commission

Leaving Certificate Examinations in Music, 2019

For the Attention of School Authorities

Please ensure that the accompanying Information Note and poster are brought to the attention of all Music Teachers, <u>including those teaching the music technology element</u>. Please also note the following:

1. All examinations will be conducted as per the syllabus requirements, as clarified in the enclosed Information Note.
2. The performing examinations will take place between 25 March and 5 April 2019 inclusive.
   a) Candidates must present for the examination session at the time allocated by the examiner.
   b) A school-based candidate wishing to present for examination at a venue other than his/her own school, must, in the first instance, secure permission to do so from that venue. They must then have form PROS completed by the Principal Teacher of his/her own school and returned to the State Examinations Commission before 18 January 2019. Candidates who request a change of venue after this date will not be accommodated.
3. Practical examinations generally take place during normal school hours. Examinations are not held during lunchtime. It is essential that all examinations start at the time agreed with the examiner.
   a) In the case of schools that have a half-day built into their timetable, examinations may have to take place at this time. A supervising adult representing the school authorities must be present at all times.
   b) School authorities are asked to check the agreed dates and times on the confirmation letter (form LP3) which will be posted to the school by the examiner along with the LMP4A forms.
   c) In extreme cases where an examiner's schedule may be affected by delays in a school, it may be necessary to re-schedule some of the candidates in that school to another time in the examination period.
   d) School authorities are advised not to allocate times to candidates as it is not possible to estimate accurately the time at which any practical examination will take place. Please note that a visit by an Advising Examiner for monitoring purposes **will** cause a delay**.** This is unavoidable and is essential for the integrity of the examination. Candidates should be made aware of this.
4. All candidates are required to attend a group meeting with the Examiner when he/she arrives in the school. Schools are asked to ensure that candidates are made aware of this requirement.
5. As this is a performance examination, care must be taken in the preparation of the examination centre.
   a) The examination venue **must** be in an area of the school that is free from noise or disturbance by other students/intercom announcements.
   b) All performing examinations must take place in one room/hall in the school where possible. In exceptional circumstances (e.g. when presenting pipe organ or other large instruments) a candidate may be permitted to move to a different venue. State Examinations Commission must be informed of this in advance.
6. In the case of technology examinations :
   a) The computer/equipment to be used for the examination should be set up in advance, and **must be disconnected from the internet/local network/wifi.**
   b) School authorities must ensure that all material input and edited in the examination is deleted from the laptop/computer/external storage device used, on completion of the examinations in the school.
   c) It is advisable that a technician/technology teacher be available to rectify system crashes outside the candidate's control.
7. **For the specific interests of Health and Safety**, as per the *Code of Practice for Oral and Practical examinations*, the Principal or his/her representative may be present during an examination.
8. Mobile phones may not be brought into the examination by candidates or accompanists for any reason.
9. **The Examiner is precluded from discussing any aspect of the examination with any party**. Any queries in relation to the examination should be addressed directly to the State Examinations Commission.

Coimisiún na Scrúduithe Stáit

Scrúduithe na hArdteistiméireachta sa Cheol, 2019

D'Údaráis na Scoileanna

Féachtar chuige, le bhur dtoil, go dtugtar na Nótaí Eolais agus an póstaer atá ag gabháil leis seo d'aire na múinteoirí Ceoil go léir, <u>na múinteorí a mhúineann an teicneolaíocht sa cheol san áireamh</u>. Tugtar na nótaí seo a leanas do bhur n-aire freisin:

1. Reáchtálfar na scrúduithe go léir de réir riachtanais an tsiollabais, mar a shoiléirítear sna Nótaí Eolais atá ag gabháil leis seo
2. Beidh na trialacha sa cheolchasadh ar siúl sa tréimhse ó 25 Márta go dtí 5 Aibreán 2019, an dá dháta sin san áireamh.
   a) Ní mór do na hiarrthóirí a bheith i láthair don seisiún scrúduithe a shocraíonn an scrúdaitheoir dóibh.
   b) Más mian le hiarrthóir scoile a bheith i láthair don scrúdú in ionad eile seachas a scoil féin, ní mór dó/di cead a fháil ón ionad sin ar dtús. Ní mór do Phríomhoide a scoile féin an fhoirm PROS a chomhlánú ansin agus í a chur ar ais chuig Coimisiún na Scrúduithe Stáit roimh 18 Eanáir 2019. Ní cheadófar athrú ionaid d'iarrthóirí a iarrann athrú tar éis an dáta sin.
3. Is gnách go mbíonn na trialacha praiticiúla ar siúl le linn na ngnáthuaireanta scoile. Ní bhíonn trialacha ar siúl le linn am lóin. Is gá na scrúduithe go léir a thosú ag an am a aontaítear leis an scrúdaitheoir.
   a) **I gcás scoileanna a mbíonn leathlá sa tráthchlár acu, d'fhéadfadh sé gur gá trialacha a reáchtáil ag an am sin. Ní mór duine fásta a bheith i láthair i rith an ama le maoirseacht a dhéanamh ar son údaráis na scoile.**
   b) Iarrtar ar Údaráis na Scoileanna na dátaí agus na huaireanta a sheiceáil ar an litir dhaingniúcháin (an fhoirm LP3) a chuirfidh an scrúdaitheoir chuig an scoil leis an bpost i dteannta na bhfoirmeacha LMP4A.
   c) Tharlódh i gcásanna eisceachtúla go gcuirfeadh moill i scoil isteach go mór ar sceideal scrúdaitheora, agus tharlódh gur ghá cuid de na hiarrthóirí a athsceidealú tráth éigin eile le linn thréimhse na scrúduithe.
   d) Moltar d'Údaráis na Scoileanna gan tráthchlár a thabhairt d'iarrthóirí toisc nach féidir a mheas go beacht cén t-am a bheidh triail phraiticiúil áirithe ar bith ar siúl. Tugtar do bhur n-aire **go gcuirfidh** cuairt mhonatóireachta ó Scrúdaitheoir Comhairleach moill ar na trialacha. Níl neart air seo agus tá sé riachtanach chun slánchúis na scrúduithe a chinntiú. Is cóir é seo a chur in iúl do na hiarrthóirí**.**
4. Ní mór do na hiarrthóirí uile bualadh leis an Scrúdaitheoir ina ngrúpa nuair a thagann sé/sí go dtí an scoil. Iarrtar ar na scoileanna a dhéanamh cinnte de go gcuirtear in iúl do na hiarrthóirí go bhfuil sin riachtanach.
5. Ós triail cheolchasaidh í seo, ní mór a bheith cúramach agus ionad na scrúduithe á réiteach.
   a) **Ní mór** ionad na scrúduithe a bheith in áit sa scoil atá saor ó thrup agus ó chur isteach ó mhic léinn eile agus ó fhógraí ar an ngléas idirchumarsáide.
   b) Ba chóir na trialacha ceolchasaidh go léir a chur ar siúl i seomra/halla amháin sa scoil más féidr. I gcúinsí eisceachtúla, e.g. más ar an bpíborgán nó ar uirlisí móra eile a bheidh an t-iarrthóir ag seinm, ligfear don iarrthóir aistriú go hionad eile. Caithfear é seo a chur in iúl do Choimisiún na Scrúduithe Stáit roimh ré.
6. I gcás na scrúduithe Teicneolaíochta:
   a) Caithfear an ríomhaire/trealamh a úsáidfear sa triail a bheith leagtha amach roimh ré, **gan é a bheith nasctha leis an idirlíon ná le líonra logánta ná le *wifi*.**
   b) Ní mór d'údaráis na scoile deimhin a dhéanamh de nuair a bheidh na scrúduithe críochnaithe sa scoil go nglantar an t-ábhar go léir a ionchuirtear agus a chuirtear in eagar le linn na scrúduithe den ríomhaire (glúine) nó den ghléas stórála seachtrach a úsáidtear.
   c) Moltar go mbeadh teicneoir/múinteoir teicneolaíochta i láthair chun cliseadh córais nach bhfuil neart ag na hiarrthóirí air a réiteach.
7. Féadfaidh an Príomhoide nó a (h)ionadaí a bheith i láthair le linn scrúdú, de réir mar a shonraítear in *Cód Cleachtais i gcomhair Béaltrialacha agus Scrúduithe Praiticiúla***, ach é sin go sonrach ar mhaithe le cúinsí Sláinte agus Sábháilteachta amháin.**
8. Níl cead ag na hiarrthóirí ná acu siúd a bheidh á dtionlacan fón póca a thabhairt isteach sa scrúdú ar chúis ar bith.
9. **Níl cead ag an scrúdaitheoir aon chuid den scrúdú a phlé le haon duine**. Aon cheist a bheidh ag aon duine faoin scrúdú, is cóir í a chur ar Choimisiún na Scrúduithe Stáit.