

# Ashton Community Science College

## External Exams Policy

### Version Control

Named Owner:	Miss S Asquith – Headteacher Mrs J Hoyle – Deputy Headteacher (Curriculum) Mrs L Crozier – Exams Officer
Version Number:	1.00
Date Of Creation:	December 2024
Last Review:	New Policy
Next Scheduled Review:	December 2025
Overview of Amendments to this Version:	



In accordance with the requirements of the JCQ regulations, this policy contains the following separate policies which specifically relate to external examinations:

- 1. Access Arrangements**
- 2. Alternative Rooming**
- 3. Candidate Absence**
- 4. Candidate Identity**
- 5. Candidate Late Arrival**
- 6. Centre Assessor**
- 7. Certificate Issue and Retention**
- 8. Complaints and Appeals Form 24-25**
- 9. Conflicts of Interest Policy**
- 10. Contingency Plan**
- 11. Emergency Evacuation**
- 12. Equalities**
- 13. Food and Drink**
- 14. GDPR & DPA**
- 15. Leaving the Exam Room**
- 16. Malpractice**
- 17. Managing Behaviour**
- 18. NEA**
- 19. Overnight Supervision**
- 20. Post Results**
- 21. Special Consideration**
- 22. Whistleblowing**
- 23. Word Processor**