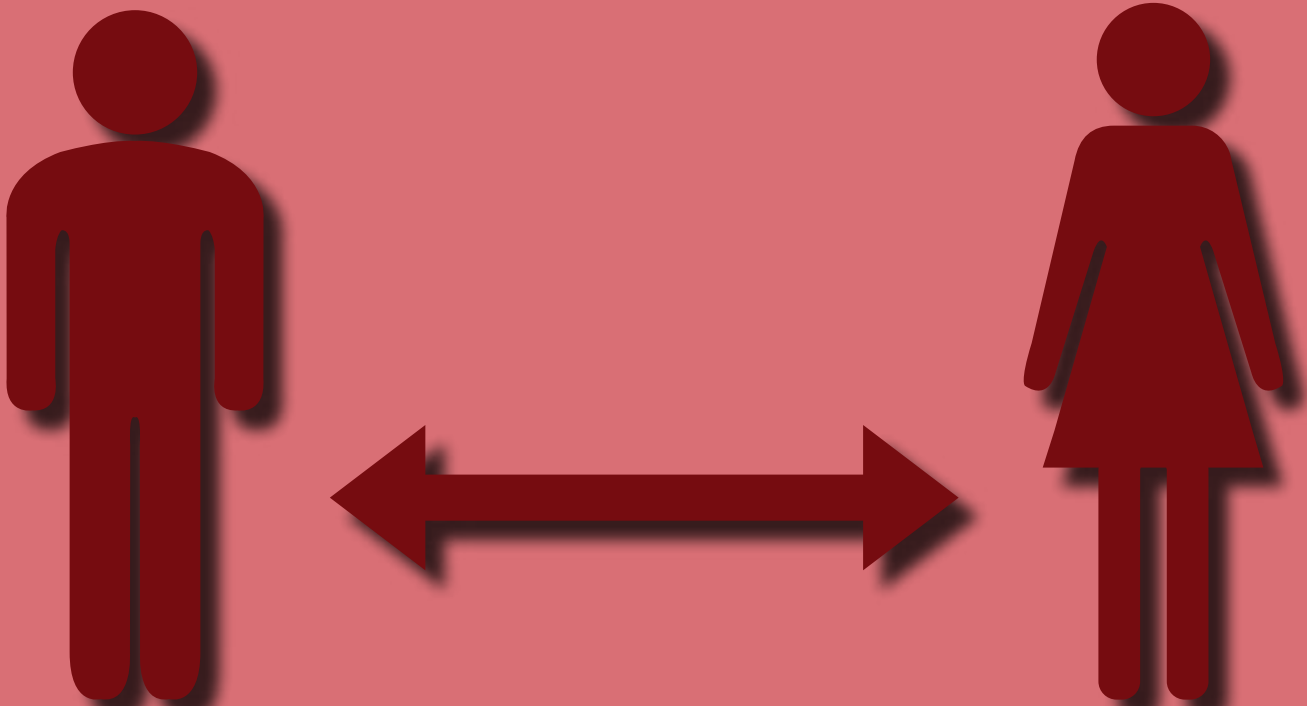




COVID-19: GUIDANCE FOR CANDIDATES



Updated: September 2020

We are planning to hold Session 3 Practical and ARSM exams at our public venues in the UK and Ireland from 9 November – 19 December.

The safety of our candidates, examiners and venues is paramount and we will be implementing strict safety guidelines to ensure a safe exam experience and candidates can enter for their exam with confidence when the online booking period opens between 28 September to 12 October 2020.

Please note this guidance does not cover Diploma exams. Guidance for diploma exams will be published [here](#).

Our existing policies and guidance continue to apply alongside this document.

In addition, it is essential that all government guidelines are observed for educational settings.

Please find more information on these government websites:

[Coronavirus \(COVID-19\): guidance for educational settings](#)

[Education and childcare during coronavirus](#)

[Guidance for Parents and Carers](#)

[Scotland guidance for educational settings](#)

[Wales guidance for educational settings](#)

[Northern Ireland guidance for education settings](#)

Please note: Our guidance will be revised or updated as necessary in line with Government and Public Health England guidance.

It is critical that everybody observes the following key behaviours:

- **HANDS** - Wash your hands regularly and for 20 seconds.
- **FACE** - Wear a face covering in indoor settings where social distancing may be difficult, and where you will come into contact with people you do not normally meet.
- **SPACE** - Stay 2 metres apart from people you do not live with where possible, or 1 metre with extra precautions in place (such as wearing face coverings or increasing ventilation indoors)

Arrival and Departure from the Exam Venue

- If you are unwell, have tested positive within the last 14 days for COVID -19 or are self isolating, do not come to the exam venue.
- In order to control numbers of people in venues, candidates and those accompanying them should arrive at the venue no more than 15 minutes before the exam start time. Only one person should accompany the candidate to avoid congestion.
- Outdoor queue control may be implemented if numbers exceed safety limits inside the exam venue.
Please follow the signage on display in accordance with social distancing guidance. You may be asked to wait outside to avoid congestion in the venue
- Hand sanitiser and hand washing facilities will be provided.
- All spaces within the exam venue will be well ventilated via windows or ventilation units.
- Candidates and those accompanying them should leave the venue immediately after the exam has finished.
- Face coverings should be worn inside the exam venue. Those attending the venue who are over the age of 11 and who are not exempt must wear a face covering when inside the exam venue. Face coverings should be removed in the warm up room and during the exam. The steward may ask the candidate to remove their face covering briefly to confirm their identity.

Inside the Exam Venue

- There will be cleaning during the day (using disinfectant spray/wipes etc.) of frequently touched surfaces in the exam room, warm-up room, toilets, other public areas etc.
- Please maintain a minimum of 2 metre distancing between all persons outside of your own household at all times, and follow the signage provided.
- The waiting area inside the venue will be clearly signposted. You should only bring items that you need to complete the exam into the waiting room.
- Candidates taking brass or wind exams should bring an adequate supply of tissues/paper towels to safely empty water keys in the warm up area and in the exam room. Used paper towels and tissues should be disposed of after single usage.
- Parents and other accompanying candidates should remain in the waiting room whilst the examination is underway
- The steward will admit candidates once the warm-up room is available.
- Only one candidate will be allowed in the warm-up room at a time. Depending on the size/layout of the venue, use of warm-up rooms, if available, may become unfeasible in some cases
- Programme Slips will not be required and should not be completed by candidates before they go into the exam room.

During the Exam



- The room layout allows the candidate, examiner, accompanist (and possible chaperone) to maintain a minimum 3 metre distance from one another at all times. See Guidance for **Performing Arts** and **Government guidelines** on singing and wind/brass instruments performing.
- There will be anti-bacterial wipes/hand sanitiser available for the examiner and candidate to use throughout the exam.
- Two music stands will be provided. The sight reading and aural tests will be placed on one stand. A clear wipe down plastic sheet, or screen will be provided to ensure the tests can be protected. The other stand will be used for the candidate's music.
- Piano(s) and the candidate music stand will be cleaned between candidates. The examiner will be responsible for this.
- Accompanists are allowed in the exam room as per our normal practice. Recorded accompaniments are not accepted on live exams.
- Page turners are currently not permitted for Organ candidates and candidates for Practical Grades 6-8 and ARSM. Examiners are unable to help with page-turning.

During the Exam cont.

- Stewards will not enter the exam room during the exam day.
- Appropriate signage and floor markers will be visible at all times in the exam room.
- Face masks should be removed as appropriate during the exam and worn on leaving the exam room.
- Prep Test candidates will be informed in advance that examiners cannot accompany them during this period of special arrangements, and that they should either bring an accompanist or be prepared to play unaccompanied.
- Examiners will give the Prep Test and Performance Assessment certificates to candidates on the day of the exam. Examiners will sanitise their hands before these exams commence.

Timetabling



- Due to the additional precautionary measures, such as wiping the piano and moving differently around the venue, it may take longer to complete each exam so please allow for some flexibility if the exam day is running overtime.
- Once your exam has been completed, please leave the venue as quickly as possible.

Any questions please contact us on abrsm@abrsm.ac.uk. Good Luck with your exams!