

COVID 19 HEALTH ADVISORY FOR THE CONDUCT OF EXAMINATIONS IN COLLEGES

Kerala is fighting the COVID 19 pandemic with stringent outbreak control and prevention strategies, In the wake of Government having decided to conduct examinations at school / college levels, it is imperative that in order to minimise the risk of transmission of COVID 19, the health advisory issue should be followed at all levels during the examination and post examination.

INSTRUCTIONS TO THE INVIGILATORS

- Seating arrangements should be planned with a minimum distance of 1.5 meters between 2 candidates
- Wherever feasible, a single candidate should be allowed in a bench.
- Separate class rooms/ halls for those students reporting with mild fever/ Flu like symptoms
- Separate centers / class rooms for those coming from other states /Quarantine
- The time spend by Invigilators inside the hall may be minimized by using CCTV Monitoring etc. wherever feasible
- Invigilators should maintain social distancing within the examination hall
- Exchange of personal belongings like pens/ instruments should not be permitted inside the hall
- Waste baskets should be provided in each exam hall and care must be taken not to litter waste papers, used tissues in the exam hall.
- Large plastic bags have to be provided in all exam halls for the collection of answer papers. Once the time allotted for the examination is over, the students shall get up from their seats and one by one shall drop their answer sheets in these plastic bags. After all the student submit the answer sheets in this manner, the invigilator can tie and seal the plastic bag. The sealed plastic bags should either be send to the valuation camps

on the same day itself or be kept in safe custody in the institution . The answer sheets thus collected should be stored separately and should be evaluated only after a minimum period of 7 days.

The following infection control practices has to be adopted all through the conduct of examinations, within the Institution.

- Screening counters at entry points must be set up. Separate screening counters for those coming from Quarantined houses / Other States
- All Staff/ Student/ guardians should wear masks (Cloth Masks / Surgical)
- Those with minor flu like symptoms / coming from Quarantine / other states should wear triple layer masks.
- All staff posted at entry points should wear triple layer masks and gloves
- Staff posted in exam halls for those with minor flu like symptoms/ coming from Quarantine / Other states should wear triple layer masks and gloves.
- Thermal screening at entry point should be done for all staff/ students/guardians
- Those students found to be having fever should be triaged to a separate hall.
- Hand Sanitizers must be provided at the entry points and preferably in the exam halls
- Those staff at entry points and at exam halls for those with minor flu like symptoms/ coming from Quarantine / Other states should do frequent hand sanitizing.
- Those staff in common conveyance vehicle should also do frequent hand sanitizing. Drivers of the vehicles should adhere to this state advisory for taxi drivers.
- Hand hygiene must be performed before putting on and after removal of gloves

Social distancing must be maintained in the centre throughout the day. Student /guardian/ staff entry exit plan should be well followed. All infection control practices should be strictly adhered to in the waiting area if any for parents/ guardians.

- Separate waiting area and toilet must be provide to students/ guardians coming from Quarantined houses/ other states.
- Only one person should be permitted to accompany the student to the examination centers, if needed.
- Interaction between parents/ guardians outside the examination centre and in the waiting area should be restricted.
- Students/ guardians coming from Quarantined houses/ other states should not be allowed to have food or water from hotels/ shops on their way to the examination centre or back..
- No students /parents shall be allowed to exit the campus once they are inside , until , the completion of the days exam
- The student / parents should bring their food and water.

Chief Superintendent of Examinations /Principal