

Leigh Academy Halley IB Examination Supervision Policy

Effective May 2025 Examination Session

Purpose

This policy outlines the procedures and expectations for implementing the International Baccalaureate (IB) two-hour post-examination supervision requirement, as mandated to preserve the integrity, fairness, and credibility of IB assessments.

1. Policy Objectives

This policy aligns with the four key IB objectives:

- Preventing post-examination cheating
- Creating a deterrent to cheating
- Promoting a culture of academic integrity
- Building trust in the IB examination system

2. Scope

This policy applies to all Career-related Programme (CP) students at **Leigh Academy Halley** after the completion of any official IB examination.

3. Supervision Requirement

Duration:

All students will be supervised for a minimum of **two hours** from the *start time of their examination*, regardless of the length of the exam.

Applies to:

- Morning and afternoon exams.
- Both standard and those with extra time/ access arrangements.

4. Acceptable Supervised Activities

Students may participate in regular school activities **only if** they are not able to access:

- Social media
- Messaging or chat apps
- Email or forums
- Any platform that enables real-time communication about the exam

Permissible supervised activities include:

- Attending scheduled lessons (with teacher awareness and monitoring)
- School-organised sports practices or physical education
- Study periods in designated supervised areas (Silent Study in S23 or Hawking Common Room)
- Library time under staff supervision
- Volunteering or club activities held on campus with staff supervision

5. Supervision Implementation Guidelines

- **Supervising staff members** (invigilators, teachers, or administrators) will be physically present during the supervision period.
- This will be either class teachers or members of the sixth form team.
- Students must **surrender mobile phones and electronic devices** after the exam until the two-hour period ends, or they must be visibly stored in a secure, monitored area.

6. Monitoring and Compliance

- **Random checks** will be conducted to ensure students are complying with this policy.
- **Logs of supervised activities** and assigned staff will be kept for each examination session.

- Any **breach of supervision** or access to prohibited platforms will be recorded and addressed according to Leigh Academy Halley's academic integrity and disciplinary procedures.

7. Communication

This policy will be:

- Communicated to all students and staff prior to the exam session
- Reviewed by school Leadership team.

- Included in the **Leigh Academy Halley Exam Handbook** and IB briefing sessions

IBCP Coordinator

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