

## **Protocol for Ofsted Inspectors visiting whilst Examinations are in Progress**

The Joint Council for Qualifications (JCQ) and Ofsted acknowledge that, although the number of occasions an Inspector will visit examinations whilst they are in progress is infrequent there is a need for a protocol for such occasions when they do arise.

The protocol below has been agreed by the JCQ, Ofsted and the Assessment and Qualifications Alliance (AQA), the current contractor for the Common Inspection Service.

Ofsted Inspectors should:

- Only enter the examination room when permission has been given by or on behalf of the Head of the Centre and when accompanied by an appropriate nominee of the Head of the Centre;
- Do nothing that disturbs the concentration of the candidates taking the examination;
- Do nothing that disturbs the invigilation of the examination nor distract the invigilator(s) from the supervision of the candidates and the administration of the examination as defined in the *GCE, VCE, GCSE and GNVQ Instructions for the Conduct of Examinations* booklet. This includes the tasks to be undertaken at the start, during and at the end of an examination;
- Ensure that they are outside the examination room when they raise any questions regarding procedural matters.