



2<sup>nd</sup> June 2022

## **RE: Access to Deferred Examinations for Leaving Certificate 2022**

Dear LC Candidates & Parents/Guardians,

The State Examinations Commission has released important information in relation to access to deferred examinations for LC 2022. The Information Guide for Candidates & Parents/Guardians is available on our school website and has been sent to all 6<sup>th</sup> year students by their Year Head through Teams.

**Applications for access to the deferred examinations must be processed through the school and are governed by very strict eligibility criteria – Circular S34/22.**

Candidates and their parents/guardians should read the attached information carefully and contact the school immediately if there is a concern about a candidate's ability to present for an exam.

### **Extract from the 2022 LC Candidate Information Guide**

“To safeguard integrity and maintain confidence in the Leaving Certificate, access to the deferred examinations will be strictly limited to those genuinely unable to sit their examinations in the main sitting for one of the specified reasons.”

For the 2022 Leaving Certificate and Leaving Certificate Applied, the State Examinations Commission (SEC) will provide a deferred examinations series with access strictly limited to candidates who experience:

- a. Close family bereavement – for funeral preparation and attendance, OR
- b. Serious medical conditions – due to serious accident, injury or illness.

In 2022, access to the deferred examinations will also be provided as contingency for candidates unable to sit their examinations due to;

- c. Covid-19 - in line with public health policy.

### **Application Process**

The application process in all cases is school-based. Candidates or parents/guardians should contact the school to report an absence **on or before the date and time of the first examinations from which the candidate is absent.** The school is required to make an initial application to the SEC no later than the date of the first examination from which the candidate is absent. **Evidence is required to be submitted to the SEC within 4 working days of the date of the initial application.** The deferred examinations will be held between Thursday 30 June until Saturday 16 July, including all Saturdays in the period.

**This application must be made on or before the first date on which the candidate is absent from an examination.**

**Candidates whose absence from an examination session is;**

**a) not reported by the candidate, parent/guardian to the school on or before the date of the absence OR**

**b) not reported by the school authority to the SEC on or before the date of the absence will, irrespective of the reason, be deemed ineligible for access to the deferred examinations.**

**The application process will require confirmation from the candidate, and their parent/guardian, of their understanding of the terms on which the application is made.** A Declaration Form is provided for this purpose which must be uploaded by the school authority to the system. The school authority will have 4 working days to complete the application by providing the Declaration Form.

**What if am not sure that I am eligible?**

Unless you are absolutely sure that you can meet the conditions of eligibility then you should attend for your examinations in June as normal noting that there are arrangements that can be made locally in the school to assist you in taking your examinations as originally scheduled. **Candidates need to be aware that there is a risk that if they miss the main sitting, they may not be eligible to sit an examination at the deferred sitting and they will only be permitted to do so if their application is approved. Applications will not be approved simply because the candidate has missed an examination in the main sitting in June.**

## **COVID-19**

**Leaving Certificate candidates who only have nasal symptoms, such as a runny nose or a sneeze, but otherwise feel well should attend for their examinations.**

If a candidate is absent for an examination(s) as they are experiencing symptoms of Covid-19, they will be allowed to access the examinations for which they are absent in the deferred sitting. **They will be subject to a mandatory period of absence from the examinations.** In implementing this absence period, the SEC is taking a risk-based approach to managing Covid-19 in the examinations which is broadly in line with public health advice, limiting the Covid-19 risks, and providing some certainty about the duration of absences for candidates, schools and centres. The mandatory absence period starts on the first day on which symptoms occur (day zero) and will require the candidate to be absent from the examinations for the following 7-day period (including weekends); so, 8 days in total. **This means that a candidate will be unable to sit any examination paper they were due to take on the day the symptoms occurs and any that they were due to take in the following 7 days (i.e. 8 days in total).**

**Under no circumstances will candidates will be readmitted to examinations in the main examinations sitting before the full absence period has concluded.**

Please read the attached Information Guide and contact the school immediately if you have any concerns. Applications to defer and exam are subject to very strict conditions of eligibility – it is essential that candidates and their parents/guardians are fully informed before applying. Candidates, parents & guardians are reminded that these strict eligibility criteria are determined by the SEC and not the school, however the school is bound to adhere to them.

**Contact Details:**

Front Office – during office hours – 061 361428

**Email:**

Principal: [mary.costello@shannoncomp.ie](mailto:mary.costello@shannoncomp.ie)

Deputy Principal: [sharon.brooks@shannoncomp.ie](mailto:sharon.brooks@shannoncomp.ie)

**Please ensure you put the following in the Subject Line: URGENT: Application for Deferred Access.**

**Please email both Principal & Deputy Principal and provide contact details.**

Wishing all our students the very best in their examinations,

*Mary Costello*