

## **Security Instruction from the British Council regarding May- June 2019 examinations**

The British Council Sri Lanka Exams department has discussed security measures that are to take place with regard to the upcoming May-June examination series. Please find details below.

### **Open venues – venues used to host candidates from more than one school**

1. Only candidates and British Council staff will be allowed access to a venue.
2. Prior to each exam session, security staff will conduct a pre-session venue check, searching for suspicious items or anything out of the ordinary.
3. Candidates will enter the venue via a single entrance only. If the venue in question has a choice of more than one entrance, the furthest entrance to the exam hall will be used.
4. Candidates and staff will not be allowed to bring bags to exam sessions. We request that schools communicate this clearly to all candidates.
5. A primary security check will be conducted at the venue entrance. This will be comprised of a metal detector, a statement of entry check and bag check (if required). The primary check will be conducted by security staff.
6. A secondary check will be conducted at the exam hall entrance. This will be comprised of matching identity documents with statements of entry. This check will be completed by venue staff.
7. Where possible we will ensure cars cannot park outside the entrance of a venue.
8. For the duration of each exam, security staff will actively patrol the venue. This includes the exterior of the exam hall, as invigilators will be present inside the halls.
9. On exam completion, candidates will be released in batches to avoid large crowds gathering outside the venue.

### **Closed venues – venues used to host candidates from their own school only**

1. Primary security checks, as outlined above, will be the responsibility of the venue. This extends to pre-session venue checks, access of parents to the venue, car park provision, traffic flow outside venue and release of candidates from the venue.
2. The British Council will be responsible for secondary checks and exam hall invigilation during the exam.

I would like to end by adding that the British Council has since received a reply from the Ministry of Defense, and we are currently working on ways to mitigate further risks.