



Christ the Word Catholic School

Ysgol Gatholig Crist y Gair

Name of Policy / Procedure	Exam Anxiety Policy
Issue date	January 2025
Review date	January 2026
GB committee responsible for the policy	Faith, Community & Wellbeing
Staff member responsible for writing, reviewing and updating the policy	Headteacher
Person responsible for monitoring implementation of the policy	Headteacher
Workload impact assessment	Medium

Teacher Workload Impact Assessment

High impact: Policy implemented by teachers on a daily / weekly basis

Medium impact: Policy implemented by teachers on a monthly / termly basis

Low impact: Policy implemented by teachers on an annual basis

Not applicable (n/a): Policy is not implemented by teachers

“And remember, I am with you always, to the end of the age” (Matthew 28:20)

As with all areas of our school, our Catholic faith and Christian values underpin all that we say and do. At Christ the Word Catholic School our aim is to see the flourishing of the whole person. The most important part of our ethos is living out Christ’s Word through the Gospels. In order to do this, we must remember that each learner is made in the image and likeness of God (Genesis 1:27) and therefore is sacred and unique. We must adapt to meet the needs of each child, personalising our approach to ensure that all learners are given the opportunity to succeed. We must carry out a special mission as Catholic educators to care for and provide education for the poorest and most vulnerable learners within our school community.

Exam Anxiety Policy

Rationale

This Policy explains the actions taken to ensure inclusion for all pupils who suffer from exam anxiety.

Aims

Christ the Word will endeavour that pupils who have exam anxiety are able to sit their exams with the main cohort of pupils unless there are specific Access Arrangements specifying that separate accommodation is necessary.

Stage 1

- Pupils who have problems with exam anxiety are brought to the attention of the Head of Year via form and subject teachers.
- Panic attacks on the day would begin this process as well. See Stage 3a below.
- Pastoral staff will support students identified as anxious at key points in the run up to exams with the aim of enabling them to complete the examination as normal.

Stage 2

- The Head of Year (HoY) will refer pupil to SLT member and Exam Officer to arrange meeting prior to an exam series to ensure the pupil is aware of what the exam venue looks like and how the seating is arranged.
- In some cases, the Exam Officer may need to assign a specific seat within the main exam room, in consultation with the pupil, to determine where the pupil feels most comfortable (i.e. front/back/wall).

Stage 3

- In the most extreme cases, the school may need to room pupils in a venue away from the main exam hall, if there is a recommendation from an outside agency (not just a GP) whose function is to support the mental health of the pupil, such as CAMHs. This would be treated like an Access Arrangement for ALN pupils.
- If a pupil, who has not gone through these steps, has a panic attack on the day, the school's exam and pastoral teams will work to assist the pupil in completing the exam, but this may not always be possible.

Monitoring

Policies will be reviewed each year, as required.