

PRESS RELEASE

2020 HKDSE Commences in Late April with a Series of Precautionary Measures

The Hong Kong Examinations and Assessment Authority (HKEAA) announced today (15 April 2020) that the 2020 Hong Kong Diploma of Secondary Education Examination (HKDSE) written examinations will commence on 24 April 2020 according to the recently released [examination timetable](#).

Starting from 16 April, the revised admission forms will be distributed to school candidates and private candidates. Candidates are reminded to take the examinations on specified dates at designated examination centres accordingly. They must also present the original admission forms received in early March for check-in and identification.

In order to safeguard the health of candidates and examination personnel, following the recommendations from the Centre for Health Protection (CHP), a series of precautionary measures will be implemented at examination centres (*Annex 1*). These include requiring all candidates and examination personnel, before entering the examination centres, to wear surgical masks, clean their hands with alcohol sanitizer, have their body temperature checked and make health declaration. Anyone who has fever or acute respiratory tract infection symptoms (such as coughing, shortness of breath, etc.), or is in mandatory quarantine, shall not enter the examination centres.

According to the CHP's latest advice, transmission of COVID-19 can occur through close contact and use of toilets. Thus, candidates are required to put on their surgical masks properly and should not talk with others during the sessional break. To prevent crowding, candidates will be arranged to go to an open area designated by the centre schools as appropriate, and more toilets will be made available for candidates and invigilation staff during the sessional break.

During the HKDSE examinations, if there are any confirmed cases of COVID-19 infection among candidates or examination personnel, the CHP will conduct follow-up investigation and arrange their close contacts to undergo mandatory quarantine, and other contacts will undergo medical surveillance. The HKEAA will follow the advice of the CHP and contact the affected candidates and examination personnel as soon as possible. The examination centres concerned will be thoroughly cleaned and disinfected before continuing the examinations.

For candidates who cannot attend the examinations due to illness or other special circumstances, the HKEAA may consider giving an assessed mark (applicable to all candidates who are able to sit at least one written paper for the subject concerned) or an assessed subject result (only applicable to school candidates) to the candidate concerned upon application with medical proof or supporting documents.

The practical examinations of Physical Education (PE) will be held from late May to mid-June. Since candidates cannot wear surgical masks during the practical examinations, based on CHP's advice, a distance of at least 2m will be kept between candidates. Taking into account the assessment arrangements of different physical activities, the safety of candidates and examination personnel and closure of some examination venues, the following assessment components will be cancelled:

- Physical Activity 1: Application of Basic Skills and Tactics in a Game Situation for Badminton / Basketball / Football / Volleyball / Table Tennis / Handball
[Individual basic skills assessment will be held]
- Physical Activity 2: Athletics / Gymnastics / Swimming
- Physical fitness: 1609m run/walk
[Sit-ups, Sit and Reach, Pull-ups (male)/ Flexed Arm Hang (female) assessment will be held]

With the cancellation of certain components of the practical examination, candidates still have to sit the individual basic skills assessment of Physical Activity 1 and Physical Fitness. Weighting of the PE practical examination remains at 40% of the subject, with Physical Activity and Physical Fitness each carrying 20%.

Aiming to release the HKDSE results by the end of July, the HKEAA will streamline the marking and grading procedures and extend the opening hours of its assessment centres for onscreen marking. To ensure the health and well-being of markers, a series of precautionary measures will be implemented at the assessment centres (*Annex 2*), such as setting up partitioning screen between the workstations or spacing out workstations at a distance of at least 1.5m, setting up Thermal Imaging Systems (TIS) for body temperature checking, etc.

This year, about 4,300 markers will be needed for marking the HKDSE. We would like to call on markers to complete the marking on time in accordance with the marking schedules.

In response to the concerns from candidates and the school community, the HKEAA and the Education Bureau have consulted representatives of secondary schools and the tertiary education sector and developed a comprehensive contingency plan. If examination arrangement has to be further revised, such as deferring or cancellation, the HKEAA will announce the details soonest, with due consideration to the extent of the outbreak and advice from health experts.

For enquiries, please contact the Public Examinations Information Centre (Hotline: 3628 8860; email: dse@hkeaa.edu.hk) during office hours (Monday - Friday: 8:30am - 5:30pm).

–End–

Date: 15 April 2020

Annex 1: Contingency and Precautionary Measures at Examination Centres (Updated on 15 April 2020)

The HKEAA is implementing a series of contingency and precautionary measures, based on the recommendations of the Centre for Health Protection (CHP), during the examination to ensure the health and well-being of candidates, examination personnel and all involved in the administration of the examinations. Candidates should pay attention to the following important points when taking the examinations:

Before leaving for the centre

1. Candidates must check their body temperature, complete and sign the 'Candidate's Declaration Form on Health' on each examination day. The declaration forms (one form per day) have been distributed to candidates together with the admission form. *[Note: The declaration form has been updated according to paragraph 3 below but candidates should continue using the hardcopy forms distributed to them in March.]* Candidates making false, incomplete or misleading declaration may receive penalty or even be disqualified from the Examination.
2. According to the advice of the Department of Health, candidates with the following conditions should **not** go to the examination centre but consult a doctor promptly:
 - (1) Fever (body temperature at or higher than 38°C), regardless of the presence of acute respiratory tract infection symptoms such as cough or shortness of breath;
 - (2) No fever but with the presence of acute respiratory tract infection symptoms.
3. Candidates are required to declare that they are not undergoing mandatory quarantine on the day of examination; otherwise they should **not** go to the examination centre.
4. No supplementary examination will be arranged for written or practical papers. Candidates who cannot attend any written or practical examinations due to illness should follow the instructions given in [Section D4 of the 'Handbook for Candidates'](#) which were uploaded on the HKEAA website in December 2019.
5. Candidates are reminded to take their body temperature on each day, and bring their completed 'Candidate's Health Declaration Form' and surgical mask(s) to the examination centre. *[Note: Sufficient surgical masks (one per examination day) have been distributed to school candidates via their school and private candidates.]*

Before the examination

6. Schools should maintain good indoor ventilation and environment clean and disinfected. The CHP has issued health advice (including personal hygiene, maintaining environment clean and hygiene, etc.) to schools for the prevention of Coronavirus disease (COVID-19) (Interim). For details, please refer to the relevant website:
www.chp.gov.hk/files/pdf/advice_to_school_on_prevention_of_nid_eng.pdf
7. The majority of centre schools will set up body temperature screening at the entrance of the examination centres. Before entering the written examination centre, candidates must put on their own surgical mask properly (with the nose, mouth and chin fully covered) and rub their hands by using alcohol sanitizer-gel of their own or placed in front of the entrance. Schools may also put disinfectant floor mats sprayed with bleach at the entrance of the examination centres. Invigilators will check on the spot whether candidates have completed and signed the 'Candidate's Declaration Form on Health', and they will take the body temperature of those candidates whose body temperature is at or higher than the alert level of the screening system with a forehead thermometer and then an ear-type thermometer. If necessary, candidates may rest a while before re-taking their body temperature. The reading of the ear-type thermometer should be taken as final. Candidates who have fever will be required to leave the examination centre and consult a doctor promptly. **The above procedure will be strictly enforced by the centre staff.** In addition, candidates should raise their awareness of epidemic prevention in the examination centres and should avoid talking with others.
8. Schools may admit candidates earlier **from 7:50 am** for examinations due to start at 8:30 am. Candidates who have completed the procedures of body temperature taking and health declaration should be allowed to enter the examination hall/room unless there are designated waiting areas for the candidates. If necessary, the Centre Supervisors may exercise their discretion to postpone the start of examination by 15 minutes for the 1st examination session and 30 minutes for the 2nd examination session. However, it should be noted that on 29 April and 5 May where the English Language and Chinese Language Listening and Integrated Skills are examined respectively, the radio broadcast of the examination content cannot be delayed and will start at 10:00 am sharp. In order to ensure that the listening component of the language subjects will proceed smoothly and as scheduled, candidates must strictly abide by the requirements in points 1 to 3 above and report to the examination centre on time, **by 8:30 am.**

During the examination

9. According to the advice from the CHP, spatial separation of seating arrangement should be adopted in hall and classroom centres for written examinations. The Education Bureau also announced that schools will continue to suspend classes until further notice. Schools would optimise the use of their school premises in a bid to space out candidates in the examination

centres as far as practicable. The distance between the seats of candidates should be at least 1 metre, and be widened to the ideal 1.8 metres as far as possible. Candidates may be relocated to examination rooms other than the ones specified on their admission form. For Listening examinations, candidates being assigned to centres using infrared transmission (IR) system or PA system (for Chinese Language (Putonghua)) may be relocated to classrooms where PA system or other device will be used for playing the recording. In this connection, they should check the latest seating arrangement when they arrive at the examination centre.

10. In written examinations, candidates are required to put on a surgical mask properly and should not remove it. Those who refuse to put on their surgical mask will be regarded as having breached the examination regulations. Invigilators may wear latex gloves during the distribution of question papers, attendance taking and collection of answer scripts. Invigilators may ask candidates to remove their surgical mask temporarily during the taking of attendance in order to verify their identities. In case any candidates would like to be exempted from wearing surgical mask during the examinations, they should apply to the HKEAA with medical proof or acceptable reasons on/before 13 March 2020 for further arrangement. The HKEAA will not accept any such request on the examination day.
11. Candidates with serious sneezing/persistent coughing may be arranged to sit at the reserved seats of the examination hall or another examination room in order to minimise disturbance to other candidates. Candidates who need surgical mask may ask for help from the centre staff.

During the sessional break

12. Candidates should put on their surgical mask properly, wash their hands with liquid handwash regularly and should not talk with others during the sessional break. They should go to the open areas (and should avoid going to the crowded areas) designated by the centre school as far as possible. Schools are advised to make available their toilets as many as possible on various floors for use by candidates and invigilation staff during the sessional break for dispersion of crowds. Schools should pay attention to the gender distribution of the candidates being allocated to the centre on individual examination days.
13. To prevent crowding of candidates during the sessional break, candidates should be arranged to leave the examination room or go to the toilet in batches. Candidates should space out while queuing up outside toilets to prevent overcrowding.
14. Candidates have the duty of keeping the centre school premises clean, particularly when using the toilets.
15. Schools are reminded to supply/refill liquid handwash and clean the toilets regularly. They should disable the use of hand dryers (if any) and should not use air blowers for drying the

floor inside toilets. If possible, schools may assign their janitors or cleansing staff to station in the toilets to carry out rapid cleaning during the sessional break. Please put up a notice to remind candidates that they should put the toilet lid down after use before flushing. In addition, schools with drinking fountains should discontinue the provision of such facility in the school premises. Schools should put up suitable notices/posters to remind candidates to observe personal hygiene e.g. wearing a surgical mask, washing hands with liquid handwash regularly, maintaining social distancing during the sessional break, etc. Sample notices/posters will be provided by the HKEAA to examination centres for reference.

Candidates fall sick during the examination (fever / vomit)

16. If a candidate is unwell, he/she can summon an invigilator or request a sick bag (provided by the HKEAA), and will be accompanied to the toilet or other location of the school, such as the medical room (if any) for rest. If necessary, the school can call an ambulance to send the candidate for medical treatment. The invigilator may request to take the body temperature of the candidate again. If the candidate is found to have fever, the invigilators will ask the candidate to go home and consult a doctor as soon as possible. The HKEAA would give an assessed subject result to school candidates according to the stipulated procedures.
17. Handling pollution such as blood, secretions or vomit, etc.:
 - a. The centre schools should follow the recommendations of the CHP and the proper procedures to arrange their cleansing staff to wear appropriate personal protective equipment (PPE) including surgical mask, latex gloves, disposable gown, eye protection (goggles/ face shield) and cap (optional) for initial cleaning and disinfection. *[Note: The HKEAA had provided surgical masks, latex gloves and other epidemic prevention materials to the examination centres and will distribute a small number of disposable gowns and eye protection (face shields) for use by the centre staff as and when necessary].*
 - b. After completion of the above procedures, schools should dispose of all waste and cleaning utensils (such as pliers, wipers or mop heads) in a waste bag.
 - c. Carefully remove the PPE and dispose it in the waste bag and then clean the hands immediately.
 - d. Wear new gloves, properly wrap the waste bag and dispose it in a covered rubbish bin. Mark the rubbish bin and put it in an undisturbed and safe place for collection#.
 - e. Carefully remove the gloves and wash the hands with liquid handwash and water.
 - f. Schools should record the quantity of disposable gowns used in case replenishment is needed in future.

If the case is confirmed to be Coronavirus disease (COVID-19), the CHP will notify the Food and Environmental Hygiene Department to send staff to collect the waste as soon as possible. Otherwise, the CHP will notify the school to dispose of the waste as usual.

After the examination

18. At the end of the examination, candidates should follow the instructions of Centre Supervisor in leaving the examination centre in batches, so as not to crowd the exits.

19. Schools should clean and disinfect the examination centre facilities daily before each examination day/after the examination sessions by using 1:99 diluted household bleach (or 70% alcohol for metal).

Confirmed cases of Coronavirus disease (COVID-19) during examination period

20. According to the advice of the CHP, if any candidate or invigilation staff who has stayed in the examination centre is subsequently confirmed to have COVID-19, the CHP will commence epidemiological investigations and conduct tracing investigation to confirm whether there are close contacts to follow up. The centre school should disinfect all potentially contaminated surfaces or items by using 1:49 diluted household bleach (mixing 1 part of household bleach containing 5.25% sodium hypochlorite with 49 parts of water). If there is blood, secretions, vomitus or excreta spillage, disinfect with 1:4 diluted household bleach (mixing 1 part of household bleach containing 5.25% sodium hypochlorite with 4 parts of water), wipe from the outside inward, leave for 10 minutes, rinse with water and wipe dry afterwards. The centre school should arrange their cleansing staff to wear appropriate PPE including surgical mask, latex gloves, disposable gown, eye protection (goggles/ face shield) and cap (optional). The HKEAA will provide PPE to each centre school for use in case of an incident. For proper wearing and removing the PPE, please refer to the CHP's video (www.chp.gov.hk/en/static/32975.html). After completing cleansing and disinfection, the examination centre can be used for another examination. If necessary, the HKEAA will endeavour to transfer candidates to another reserved examination centre in the same district and notify the affected candidates by email and SMS via mobile phone as soon as possible.

Points to note for household members of confinees

21. The Department of Health issues 14-day compulsory quarantine orders to all persons (except exempted persons) who have travelled outside Hong Kong. For household members of confinees, there is no requirement of compulsory quarantine. However, household members of confinees are advised to take heed of measures including avoiding going to crowded places, wearing a surgical mask when taking public transport or staying in crowded places, maintaining good personal hygiene, etc. Details can be found at CHP website: www.coronavirus.gov.hk/pdf/Points_to_note_for_household_members.pdf

Annex 2: Precautionary Measures in HKEAA Assessment Centres

- All workstations for onscreen marking will be partitioned by a 1.2m-tall screen and located in a ventilated area. If the workstations are not set up to face in the same direction, there will either be a partitioning screen between them, or a distance of at least 1.5m between the workstations.
- All markers, examination personnel, HKEAA staff and other visitors must wear surgical masks in the assessment centres. They also have to perform hand hygiene, have their temperature checked and declare their health status at the entrance checkpoint. Alcohol-based hand rub will be provided by the HKEAA. To cope with the large number of markers using assessment centres, Thermal Imaging Systems (TIS) have been set up to expedite temperature checking.
- As of 25 March 2020, people who have travelled outside Hong Kong will be subject to compulsory quarantine for 14 days. Markers, examination personnel and visitors having a fever, showing symptoms of acute respiratory tract infection (e.g. cough or shortness of breath) or under compulsory quarantine will not be allowed to enter assessment centres.
- Staff of the assessment centres will remind markers, examination personnel and visitors to take extra care of their personal hygiene, including the sneezing and coughing etiquette, how to wash hands and wear a surgical mask properly, etc.
- More frequent and thorough cleaning of workstations will be arranged, especially of devices or areas exposed to human touch (such as keyboard, mouse, desk, chair etc.) Cleaning frequency will range from two to four hours depending on the frequency of human touch in different areas. Alcohol wipes will be provided to markers who would like to clean the desk, keyboard or mouse themselves. The hygiene of toilets and communal areas in the assessment centres (such as the break area) will also be improved.
- Care should be taken to avoid gathering in break rooms. Toilets use should be monitored so as to avoid overcrowding.



新聞稿

2020年文憑試4月底開考 採取多項防疫安排

香港考試及評核局(考評局)今日(4月15日)公布，按照較早前公布的[考試時間表](#)，於4月24日起舉行2020年香港中學文憑考試(文憑試)筆試。

考評局將由4月16日起，向學校考生及自修生派發更新的准考證。考生應按准考證上的日期前往指定的試場應考，並須同時帶備於3月初發出的准考證出席，以供考務人員檢查及核實身分。

為保障考生及考務人員的健康，考評局參考衛生防護中心的建議，於試場採取多項防疫措施(詳情參閱附件一)，包括規定所有考生及考務人員進入試場前須正確戴上外科口罩，以酒精搓手液清潔雙手，量度體溫及作出健康申報。任何人士如有發燒或急性呼吸道感染徵狀(例如咳嗽、氣促等)，或正接受政府指定的強制檢疫，將不獲准進入試場。

根據衛生防護中心的最新指示，緊密接觸與共用洗手間較易傳播病毒，所以我們要求考生在休息時間仍須戴上口罩，並不應與其他人士交談。試場會安排考生分批離開試場，到較空曠的地方休息或前往洗手間，學校亦會開放更多洗手間予考生和監考員使用，避免人多擠逼。

在文憑試期間，若出現考生或考務人員的確診個案，衛生防護中心將進行追蹤調查，安排緊密接觸者接受強制檢疫，其他接觸者則會接受醫學監察，考評局會按中心建議跟進，盡快聯絡受影響的考生或考務人員。有關試場則會經過徹底清潔消毒才能續辦考試。

考評局設有機制處理考生因病或其他突發情況而未能出席考試。考生可提供有效的醫生或相關證明文件，向考評局就有關卷別(如考生已應考有關科目至少一卷筆試)或有關科目(只適用於學校考生)申請成績評估。

體育科實習考試將於5月底至6月中舉行。由於考生在進行體育活動期間未能戴上口罩，衛生防護中心建議考生之間需保持至少兩米距離。考慮到實習考試的各個項目的考核安排、考生和考務人員的安全，以及部分場地或未能開放予考試之用，以下實習考試項目將會取消：

- 體育活動一(羽毛球、籃球、足球、排球、乒乓球及手球的比賽) [保留個人基本技巧考核]
- 體育活動二(田徑、游泳及體操)
- 體適能項目的1609米跑/行 [保留項目：仰臥起坐、坐地體前屈及引體向上(男)/曲臂懸垂(女)]

取消部分實習考試項目後，所有考生仍需參加球類項目的個人基本技巧考核和體適能考核。實習考試佔體育科分數比重維持在40%，體育活動和體適能則各佔20%。

此外，考評局盡力加快閱卷評級的程序，部分評核中心將延長開放時間，務求可於7月底發放成績。為保障閱卷員健康，評核中心的防疫措施亦會加強(詳見附件二)，如以隔板分隔電腦工作站，或把閱卷員座位距離增至1.5米；在評核中心安裝「熱源影像系統」監察體溫等。

考評局呼籲閱卷員盡力配合各科的閱卷時間表，以如期完成閱卷工作。預計本屆考試需要聘用約4,300名閱卷員。

為回應考生及學界的關注，考評局及教育局在諮詢中學、大專院校等持份者後，已制訂全面的後備應變方案。若因應疫情發展及衛生防護專家的建議而須改動考試安排，包括延後開考，甚至取消考試，考評局會盡早公布詳情。

如有查詢，可致電公開考試資訊中心(電話：3628 8860; 電郵：dse@hkeaa.edu.hk)，服務時間為星期一至五早上8時30分至下午5時30分。

- 完 -

日期：2020年4月15日

附件一：在試場實施的預防措施及應變安排（2020年4月15日更新）

為保障考生及考務人員的健康，考評局根據衛生防護中心的建議，於考試期間採取多項預防感染及應變安排措施。考生應試必須留意以下重點：

赴考前

1. 考生在每個考試日必須自行量度體溫，填妥並簽署「考生健康申報表」。申報表（每日一份）已連同准考證派發予考生。**[註：健康申報表已按以下第 3 段更新，惟考生可繼續使用在 3 月份獲派發的表格。]**如考生拒絕合作或作出虛假、不完整或誤導申報，將受到懲處甚或被取消考試資格。
2. 根據衛生防護中心的建議，出現以下情況的考生不應赴考，及應盡早求醫：
 - (1) 出現發燒（體溫達到攝氏 38 度或以上），不論是否有急性呼吸道感染徵狀，例如咳嗽、氣促等；
 - (2) 沒有發燒，但有急性呼吸道感染徵狀。
3. **考生若於考試日正接受政府指定的強制檢疫，則不應赴考。考生須於上述申報表內申報。**
4. 筆試及實習考試不設補考，考生因病未能應考筆試或實習考試應參閱於 2019 年 12 月上載於考評局網頁的【**考生手冊**】內第四章第 4 項的處理方法和相關資料。
5. 考生必須緊記每天量度體溫，並攜備已填妥的「考生健康申報表」與外科口罩前往試場。**[註：學校考生（透過其所屬學校）及自修生已獲派發足夠的外科口罩（每考試日一個）。]**

開考前

6. 學校須保持試場室內空氣流通、環境清潔和消毒。衛生署衛生防護中心已為學校就預防 2019 冠狀病毒病擬定健康指引（包括個人衛生、環境清潔和消毒等內容），詳情請瀏覽相關網頁：www.chp.gov.hk/files/pdf/advice_to_school_on_prevention_of_nid_chi.pdf
7. 大部分試場入口會設置體溫監察站。考生進入筆試試場前，必須正確地戴上自備外科口罩（**口罩須完全覆蓋口、鼻和下巴**）及使用自備或設於試場入口的酒精搓手液

清潔雙手。試場可在試場入口鋪設已經噴灑漂白水的地墊。監考員須檢查考生是否已填妥及簽署「考生健康申報表」，並會先以額探式探熱器並再以耳探式探熱器為超出體溫監察警界線的考生探熱。如有需要，考生可稍作休息再進行重新探熱，最終以耳探式探熱器的讀數為準。若考生出現發燒，監考員將要求考生回家休息或盡早向醫生求診。**監考員將嚴格執行上述程序。**考生在試場內亦應提高防疫意識，避免與其他人交談。

- 試場可於早上 7 時 50 分開始讓考生進入以便於早上 8 時 30 分開考。除非學校提供指定地方供考生等候，考生完成量度體溫及健康申報程序後則可進入禮堂／考室。如有需要，試場主任可酌情把第一節考試的開考時間延遲 15 分鐘及第二節考試延遲 30 分鐘。惟考生必須留意，在 4 月 29 日及 5 月 5 日舉行的英國語文科及中國語文科聆聽及綜合能力考核，聆聽廣播將在早上 10 時正開始，廣播時間不可延遲。為使語文科聆聽部分能順利展開，考生必須嚴格遵守上述第 1 至 3 項指示，並準時在8 時 30 分到達試場。

考試期間

- 根據衛生防護中心建議，進行筆試的禮堂或課室，考生座位之間須保持一定的距離。由於教育局已公布全港學校繼續停課直至另行通知，考評局已要求學校盡量使用校內空間以擴闊考室座位之間的距離，**考生座位之間的距離不少於一米，並盡可能加闊至理想的 1.8 米。**考生或會被調往其他未有列於其准考證上的考室應考。至於聆聽考試，被安排到以紅外線系統廣播或學校播音系統廣播（中國語文科（普通話組））試場的考生，或會被調往以學校播音系統或其他器材廣播的課室應考。因此，考生必須於到達試場後，查看當日試場最新的座位安排。
- 筆試考試期間，考生必須正確地戴上自備外科口罩，**不可除下口罩**，否則將被視作違規。**監考員在派發試卷、點名及收集答卷時，可戴上乳膠手套。**監考員在點名及核實考生身分時，可要求考生暫時除下外科口罩以確認其身分。如考生欲申請豁免於考試期間戴上外科口罩，必須於 2020 年 3 月 13 日或之前向考評局申請並提交合理理由或醫生證明，**考評局不接受即日的申請。**
- 考生若頻密打噴嚏／持續咳嗽，試場主任可安排他們坐在試場內其他預留的座位或其他考室，以免影響其他考生。如有需要，考生可向試場人員要求提供外科口罩。

兩節考試之間的休息時間

12. 在上述休息時間，考生仍須正確地戴上外科口罩，定時用潔手液洗手及不得與他人交談，盡量到較空曠（及避免到人多擠逼）的地方，惟活動只限於校方指定的地方。學校應盡量開放更多位於各樓層的洗手間予考生和監考人員於兩節考試之間的休息時間使用，以分散人流，並須留意個別考試日所編配男女考生的比例。
13. 考生應避免於兩節考試之間的休息時間聚集，學校應安排考生分批離開考室和前往洗手間，在洗手間外排隊時亦應保持一定距離以避免出現人多擠逼的情況。
14. 考生必須保持試場清潔，尤其是使用學校衛生設施時。
15. 學校須提供／補充潔手液及定時清潔洗手間、並應關掉洗手間內的乾手機(如有)及停止使用吹風機來吹乾洗手間的地面。如可能的話，學校宜安排工友或清潔員工於兩節考試之間的休息時間到洗手間當值以方便進行即時清潔。請張貼告示提醒考生如廁後應先蓋好廁板再沖廁。此外，學校亦應停止開放校內的飲水機等設施，並張貼相關通告／告示以提醒考生注意個人衛生例如佩戴外科口罩、定時用潔手液洗手、於兩節考試之間的休息時間與他人保持一定距離等，考評局將提供樣本通告／告示供試場學校參考。

考生於考試期間不適(發燒／嘔吐)：

16. 若考生身體不適，可向監考員示意，或要求提供嘔吐袋(由考評局提供)，並由監考員陪同離座前往洗手間或試場學校其他位置例如醫療室(如有的話)稍事休息，如有需要試場學校可召喚救護車把考生送往求醫。監考員可要求再次為考生量度體溫，如出現發燒，監考員將要求考生回家休息及盡早求醫生。考評局會根據常設的機制為學校考生評估成績。
17. 處理如血液、分泌物、嘔吐物或排泄物等污染：
 - a. 試場應按衛生防護中心建議，按正確程序，委派穿上適當的個人防護裝備，包括外科口罩、手套、即棄保護衣，眼部防護裝備（護眼罩／面罩），保護帽（可選用）的員工作初步的清理及消毒。*[註：考評局早前已向試場提供外科口罩、乳膠手套等防疫物資，並會向試場派發少量即棄保護衣，眼部防護裝備（面罩），供試場人員於有需要時使用。]*
 - b. 完成程序後，將所有廢物和清潔用具（如鉗子、抹布、拖把頭）棄置於廢物袋內。
 - c. 小心除下個人防護裝備並將之棄置於廢物袋，隨即潔手。
 - d. 佩戴新手套，妥善包紮廢物袋及正確棄置於有蓋垃圾桶內。將垃圾桶貼上標記和放在不受打擾的安全地方等待收集#。

- e. 小心除下手套，以梘液和清水清洗雙手。
- f. 試場應記錄所使用即棄保護衣的數量，以作日後補充物資參考之用。

若有關個案確認為 2019 冠狀病毒病，衛生防護中心會盡快通知食物環境衛生署派員到場將廢物收取。否則，衛生防護中心會通知學校將廢物如常處理。

考試完結

- 18. 考試完結，考生須聽從試場主任指示，分批離開試場，以減低同一時間過多考生擠迫在禮堂或課室出口。
- 19. 學校須在每日考試前／當日考試完結後清潔試場設備，並以 1 比 99 稀釋家用漂白水（金屬表面可使用 70% 酒精）消毒。

於考試期間發現確診冠狀病毒病（COVID-19）個案

- 20. 根據衛生防護中心的建議，如有任何曾於試場逗留的考生或監考人員隨後確診冠狀病毒病（COVID-19），衛生防護中心會進行流行病學及追蹤調查，以確認是否有緊密接觸者要跟進。試場學校須使用 1 比 49 稀釋家用漂白水（將 1 份含 5.25% 次氯酸鈉的家用漂白水與 49 份清水混合）對所有可能受污染的表面或物品進行消毒。如有血液、分泌物或嘔吐物等溢出，學校須使用 1 比 4 稀釋家用漂白水（將 1 份含 5.25% 次氯酸鈉的家用漂白水與 4 份清水混合）進行消毒，從外向內擦拭，放置 10 分鐘後用清水沖洗，然後擦乾。[試場學校應安排其清潔人員穿著適當的個人防護裝備，包括外科口罩、乳膠手套、即棄保護衣、護眼裝備（護目鏡／面罩）及帽子（可選擇）。考評局已為每個考場準備防護裝備，在一旦出現事故時採用。至於如何正確穿著防護裝備，請參考衛生防護中心的影片(www.chp.gov.hk/tc/static/32975.html)。完成清潔和消毒後，試場可以重新開放作考試用途。如有需要，考評局會盡量安排考生調往同區的后備試場，並會盡快以電郵及手機短訊通知受影響考生。

受檢疫人士同住家人的注意事項

- 21. 衛生署向曾離港的所有人士（獲豁免人士除外）實施 14 天的強制檢疫令。對於受檢疫人士的同住家人，則沒有強制隔離的要求。惟建議受檢疫人士的同住家人注意相關措施，包括避免去人多擠擁的地方、乘坐公共交通工具或在人多擠擁的地方時戴上外科口罩及保持良好的個人衛生等。有關詳細資料，請參閱衛生防護中心網頁：www.coronavirus.gov.hk/pdf/Points_to_note_for_household_members.pdf

附件二：評核中心防疫安排

- 所有網上評卷的電腦工作台會以1.2米高的隔板分隔，並盡量保持室內空氣流通。如電腦工作台不是面向同一方向，工作台之間會以隔板分隔，或至少距離1.5米。
- 所有閱卷員、考務人員、考評局職員或其他進入評核中心的人士，必須在評核中心內戴上口罩。他們在進入評核中心前，必須清潔雙手、量度體溫，並申報健康狀況。考評局會提供酒精精潔手液。在評卷期間，評核中心設置了體溫監察站，以方便監測進出中心人士的體溫。
- 自2020年3月25日起，所有曾經外遊的人士回港後必須強制隔離14天。閱卷員、考務人員及訪客如有發燒、急性呼吸道感染徵狀（例如咳嗽、氣促等），又或仍在強制隔離階段，將不獲准進入評核中心。
- 評核中心職員會提醒所有閱卷員、考務人員及訪客必須注意個人衛生，如打噴嚏、咳嗽時須以紙巾掩蓋口鼻；勤洗手、正確佩戴口罩等。
- 評核中心會加強清潔電腦工作台，尤其是閱卷員經常觸碰到的用具或位置（例如鍵盤、滑鼠、枱面、椅背等），更會頻密清潔，視乎使用頻率，每2至4小時清潔一次。另外，評核中心會提供酒精消毒棉，讓有需要的閱卷員清潔枱面、鍵盤和滑鼠等。同時，洗手間及中心內的公用空間（如茶水間）亦會加強清潔。
- 休息室內應避免人群聚集，亦應避免太多人同時使用洗手間。