



# The Grange School Supervised Rest Breaks 2025/26

This policy is reviewed annually to ensure compliance with current regulations.

<b>Approved/reviewed by</b>	
Name: Suzanne Jackson Title: Assistant Headteacher	
<b>Date of next review</b>	October 2026

## Purpose

Rest breaks are a permitted exam access arrangement designed to support candidates who require additional time to manage fatigue, anxiety, medical conditions, or other specific needs. These breaks are supervised and do not count towards the overall exam duration.

## Guidelines for Using Rest Breaks

1. **Requesting a Break:**
  - Candidates must raise their hand to request a rest break when needed.
  - The invigilator will record the timing of the break.
  - Breaks are not permitted during the first ten minutes or the final 15 minutes of the exam.
  - Breaks are not permitted after the candidate claims they have finished.
2. **Location:**
  - Rest breaks typically occur within the exam room at the candidate's desk.
  - If necessary to leave the exam room, candidates must remain within the immediate vicinity and are not permitted to walk around or move across the school premises.
  - A movement break (if approved for specific students), limited to walking in the corridor by the exam room, will be permitted and supervised by the invigilator.
3. **Duration:**
  - The length of each break will vary but must be reasonable and only as long as necessary.
4. **Resuming the Exam:**
  - The timing of the exam is paused during the break and will resume when the candidate is ready to continue.
5. **Permitted Activities:**
  - During rest breaks, candidates may stretch, close their eyes, or take deep breaths.
  - Candidates must not discuss the exam, access notes, or leave the supervision of the invigilator.
6. **Fair Use and Compliance:**
  - Rest breaks must be used appropriately and in accordance with the agreed access arrangements set by the school and JCQ regulations.
  - Misuse of rest breaks, including excessive or inappropriate use, may result in restrictions.
  - Rest breaks must reflect the candidate's NORMAL WAY OF WORKING in timed conditions, as agreed by the SENDCo.

## Rest Break Duration Guidelines:

- Exams lasting less than one hour: no rest break permitted.
- One-hour exam: up to one rest break totalling 10 minutes.
- Two-hour exam: up to two rest breaks totalling 20 minutes (not two breaks of 20 minutes each).
- Three-hour exam: up to three rest breaks totalling 30 minutes (maximum allowance).

The school reserves the right, in line with JCQ guidance, to limit the number and location of rest breaks a candidate takes.