

## **Dear Test Takers**

Your test is coming up soon. Our top priority is your health and safety and I am writing to share information on the precautions we have put in place to follow local health authority and government policies.

### **Please do not attend your test if:**

- you are under a quarantine, self-quarantine, stay-at-home or medical surveillance order, as specified by the Vietnamese Government
- you have a high temperature (38 degrees Celsius or higher), persistent cough, difficulty breathing or other flu-like symptoms.

### **Da Nang/Quang Ngai visitors:**

If you/your family returned from Da Nang or Quang Ngai since 30 July 2020 you must:

1. complete a health declaration form available at: <https://tokhaiyte.vn/?lang=en>
2. contact an appropriate medical centre in your area to have your completed form reviewed.

If the medical centre confirms that you have no symptoms of Covid-19 and are not an F1 or F2, then you may proceed to take your test.

### **Self-declaration form:**

All test takers must sign a declaration form at the test venue to confirm that they meet the above requirements to attend.

### **Under-18s:**

We recommend that test takers under 18 years of age are accompanied by an adult until the entrance checks have been completed. If you are excluded from the test, you and your accompanying adult can then leave immediately.

### **On test day:**

- Please report for your test 30 minutes before start time so that we can complete the necessary check in procedures.
- You should maintain a one metre distance from other test takers or staff at all time.
- We will conduct temperature screening at the test venue. Test takers with a high temperature will not be able to take the test.
- Please use the hand-sanitiser provided and wash your hands regularly.
- You must bring and use a face mask during the test. You may need to remove this for identification or other purposes. Staff and examiners must also wear a face mask.
- Test venues will be thoroughly cleaned before the test. Test equipment will be cleaned before the session.
- You will be asked to take any stationery you use away with you, except scratch paper, notes or workings sheets.

### **After your test:**

If you are diagnosed with Covid-19 within 14 days after your IELTS test, please report this to your test centre by email. This will help ensure we can communicate with other test takers and follow the health authority and government guidelines.

Regards

Test Centre Manager