

DEPARTMENT OF EDUCATION, SPORT AND CULTURE

RHEYNN YNSEE, SPOYRT AS CULTOOR



Isle of Man
Government

Reiltys Ellan Vannin
April 2023

Private Candidates:

Aged 16 and Under
Examinations Fee Policy

Glossary

Compulsory school age 5-16-year-old, as stated in Section 23 of the Education Act 2001.

Department means the Department of Education, Sport and Culture (DESC) including schools, UCM, Villa Gaiety and MSR.

DESC Department of Education, Sport and Culture.

Elective Home Education is the term used by DESC to describe parents' decisions to provide education for their children at home instead of sending them to school. This is different to home tuition provided by the Department or education provided by the Department other than at a school.

Key Stage 4 examinations for the purposes of this policy includes GCSE, iGCSE and GCE.

Private candidate for the purpose of this policy, is an individual of compulsory school age who is not enrolled at either UCM or an Isle of Man Secondary School but who is sitting a General Qualification such as GCSE, iGCSE. This includes students who are undertaking elective home education. This may on occasion also include a student who is enrolled at an Isle of Man Secondary School but is undertaking aforementioned exams at a younger age than would ordinarily be the case.

UCM University College Isle of Man.

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Summary

About this policy

This document details the Department of Education, Sport and Culture's policy on covering the cost of examinations for private candidates who are either of compulsory school age and undertaking Key Stage 4 examinations.

Who is this document for?

This guidance is for the leaders, staff and the Governing Bodies of all the schools maintained by DESC and the UCM.

It may also be referenced by parents and carers, pupils and the wider public for information.

Key points

This policy applies to external candidates who are both of compulsory school age, as defined by Section 23 of the Education Act 2001.

External candidates are those who are either undergoing Elective Home Education, or children who are undertaking Key Stage 4 examinations earlier than is ordinarily prescribed.

The subjects for which the cost of examinations will be covered are those outlined in Section 4 of the Education (Curriculum) Order 2011. Key Stage 4 examinations will be available for children who are of compulsory school. Private candidate examinations will take place through the existing UCM process.

For students undertaking Elective Home Education, a maximum number of subjects will be available per student, from a prescribed list taken from the Educational (Curriculum) Order 2011.

This policy does not apply to young people aged 18 and under undertaking examinations on courses provided by private training providers.

Effective Date

This document is effective from 1st April 2023. It will be kept under review and updated at least annually.

External Examinations Policy

Eligibility

Subject to the completion of the application process, this policy applies to the following candidates:

- Children and young people who are undertaking Elective Home Education who are sitting Key Stage 4 exams.
- Compulsory school aged children who are enrolled at an Isle of Man Secondary School and are being entered to sit Key Stage 4 exams at a younger age than would ordinarily be the case.
- Children under the age of 16 must be accompanied to UCM by a supervising parent or carer during examinations, who must remain on site and be available until the child is ready to leave.

Number of Subjects

Under this Policy, the number of subjects available to each private candidate who is undertaking Elective Home Education is as follows:

- For Key Stage 4 level exams, a maximum of 10 separate subjects will be available to persons of compulsory school age
- For students who are enrolled at an Isle of Man Secondary School but are being entered to sit Key Stage 4 exams at a younger age, the restrictions outlined above will not apply as their subjects will be arranged through the school to which they are enrolled.

Subject Areas

The subjects for which this Policy applies, as outlined by Section 4 of The Educational (Curriculum) Order 2011, are as follows:

- English
- Art and design
- Design technology
- Economics
- Geography
- History
- Manx Gaelic
- Mathematics
- Modern foreign languages
- Music
- Politics
- Physical education
- Religious education
- Science (single or dual award or 3 separate sciences)

Application Process

The availability of cost-covered exams is conditional on the acceptance of an application being submitted, as per the following application process.

Applications must be made to UCM. Further guidance regarding the application process can be found at www.ucm.ac.im/about/exams-service/.

Additional Costs

Only the first sitting of a relevant exam will be covered by this Policy and the Department. Should a resit be required, the cost of this will not be covered by the Department and all associated costs will be at the private candidate's own expense.

Any occurrences of non-attendance for reasons, except for medical reasons, will be treated as the first sitting and the cost of further sittings will not be covered by the Department.

Late fees will be payable at private candidates own expense.

Further information is available on the UCM website:

<https://www.ucm.ac.im/about/exams-service/>

Education Act 2001

[Education Act 2001 \(gov.im\)](#)

The business area that owns this document is University College Isle of Man

Version	Author	Date	Changes
V0.1	Policy Hub	February 2023	First Draft
V0.2			Amendments following consultation
V0.3	Policy Hub		Final Draft submitted to SLT (Policy Hub Edit)
V0.3	Policy Hub	5 th April 2023	Final Draft approved by Dept.
V1.0	Policy Hub	May 2023	Version 1.0 published

This document was issued in April 2023 and is due to be reviewed in April 2024.