**Guidelines for the Use of Medical Apps in Exams**

To ensure that students with specific medical needs are able to participate in examinations effectively and safely, it is crucial to establish clear guidelines for the use of electronic monitoring devices, such as mobile apps for managing medical conditions like Type 1 Diabetes. Below are detailed guidelines of a university's examination policies to address the use of such medical apps during exams.

**Electronic Monitoring Devices**

**Objective:** To provide reasonable accommodations for students requiring electronic devices to monitor and manage medical conditions during examinations.

**Procedures for Use of Electronic Monitoring Devices**

**1. Notification and Registration:**

* Students must register their medical device needs with the Disability Service at the start of the academic term and include this requirement in their Learning Needs Assessment.
* Prior to the examination, students should notify the invigilator about their need to access a mobile device during the exam for medical monitoring purposes.

**2. Device Handling and Security:**

* The student's mobile phone must be set to silent and flight mode before being handed over to the Senior Invigilator at the start of the examination.
* The phone will be stored in a secure location accessible only by the invigilator.

**3. Accessing the Device:**

* When a student needs to check their device, such as to monitor glucose levels via an insulin pump app, they must signal the invigilator by raising their hand.
* The invigilator will accompany the student to a designated area outside the exam room to access their phone. This ensures that the student’s use of the device is strictly for medical purposes and under supervision.

**4. Post-Use Protocol:**

* After using the device, the student will immediately hand it back to the invigilator, who will return it to the secure location.
* The student will then re-enter the exam room to continue with their examination.

**5. Time Accommodation:**

* Any time spent accessing the device will be recorded and added to the end of the student's examination time to ensure they are given the full time allocated for their exam.

**6. Privacy and Non-Distraction:**

* The examination venue for students needing access to electronic devices will generally be a smaller, shared venue to minimise disruptions to other examinees.
* Devices must be housed in a non-reflective, muted case to further reduce any potential for distraction.

**Additional Guidelines for Departmental Examinations**

**Identification and Communication:**

* Academic staff are responsible for identifying students with accommodation needs based on Disability Service registrations and ensuring these students are informed about their specific accommodations well in advance of the exam.

**Venue Setup:**

* Arrange appropriate venues that cater to the needs of students with disabilities, such as providing a quiet seminar room, a low-distraction environment, or access to necessary technological aids.

**Consultation and Preparation:**

* Maintain regular communication with the Disability Service to receive updates and guidance on accommodating students effectively.
* Develop and implement backup plans to address unforeseen issues during examinations.

**Student Responsibilities:**

* Students are required to initiate contact with their department well in advance of their exams to confirm accommodations and understand the procedures involved.

By adhering to these guidelines, universities can ensure that all students, particularly those with significant medical needs, are provided the necessary support to manage their conditions without compromising the integrity of the examination process. These measures aim to foster an inclusive academic environment that upholds both fairness and academic standards