



Protocol and Guidelines for SAT @ Neev Academy

1. All candidates will have to fill the COVID-19 [self declaration form](#) by **17 December 2021**.
2. Students should report to the centre by 7:30 am.
3. Vehicles are to be parked at the school parking lot.
4. The school entrance is on the main road, and the entrance area (both the sides) is "**NO PARKING ZONE**".
5. Please drop & pick up your ward by walking from the parking area to the school entrance.
6. Parents should pick the student from outside the school gate after the exam gets over.
7. Students will queue up and get a temperature check before entering the campus.
8. **Only Admission tickets, Passports /Aadhar cards, Pencil boxes, and calculators will be allowed inside the examination rooms.**
9. Students will have to leave their bags, mobile phones etc. at the place dedicated for it at the Entry area.
10. Students should carry their own water bottles & dry snacks.
11. Teachers & students will have to wear **N95 or double mask, over nose and mouth** for the entire duration of the exam. Masks with ventilated valves are not allowed to be worn at the school campus.
12. Students maintain 6 feet distance between one another at all times during their stay on campus.
13. All students and staff must follow the disinfection process at the gate.
14. Please use hand sanitisers placed at the gate & outside the examination rooms.
15. **No gathering of students will be allowed in the hallways during the breaks.**
16. Students will have access only to the examination area & will not be allowed to roam on campus.
17. During exam breaks, students will be allowed to go to the washroom in a staggered manner.
18. **If any candidate fails to meet the temperature check he/she will not be allowed to sit for the examination.**