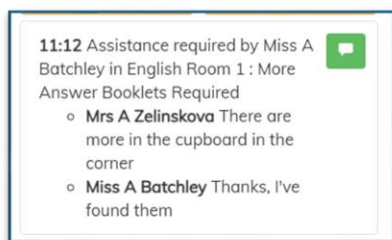


# SchoolWorkSpace - What's New May 2026

## Feature 1 – Assistance Required Updated



The **Assistance Required** and **IT Support Required** features have been enhanced to improve communication between invigilators and the Exams Team.

Invigilators in the exam room can now **respond directly to messages** from the Exams Team regarding assistance requests.

This update helps:

- Keep the entire Exams Team **fully informed in real time**
- Reduce unnecessary movement between rooms
- Improve efficiency during busy exam periods



## Feature 2 – Medical Alerts

A screenshot of the "Medical Alert" configuration form. It has two input fields: "SMS Sender ID:" with the value "ExamsAssist" and "Medical Alert SMS Mobile:". Below the second field, there is a note: "Optional: Will be sent an SMS when an invigilator adds a Medical Alert".

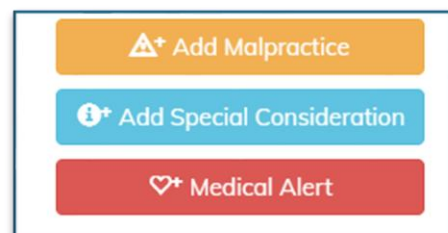
To support Centres in managing **serious medical incidents during exams**, a new **Medical Alert** button has been added to the **Candidate popup**.

This feature is designed for situations where **immediate assistance is required**, such as deploying the First Aid Team to the exam room.

### How It Works

When the **Medical Alert** button is selected:

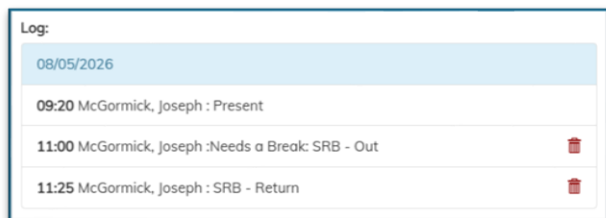
- An **SMS notification** is sent to the designated staff member
- A **notification is logged within Exams Assist**
- The alert is displayed in the **Assistance Required** section



### Configuration

To set up SMS notifications, navigate to: **School Settings | Settings**, Then enter the contact number in **Medical Alert SMS Mobile**.

## Feature 3 – Deleting Supervised Rest Break



To support Centres in managing **Supervised Rest Breaks (SRB)** more accurately, Exams Officers can now **delete SRB Out and Return entries** where these have been recorded in error.

### How It Works

- If an **SRB Return** is deleted, the candidate will be marked as **Out again**, ready for their return
- The candidate's **additional time will be automatically recalculated**

If both the **SRB Out and Return** entries are deleted:

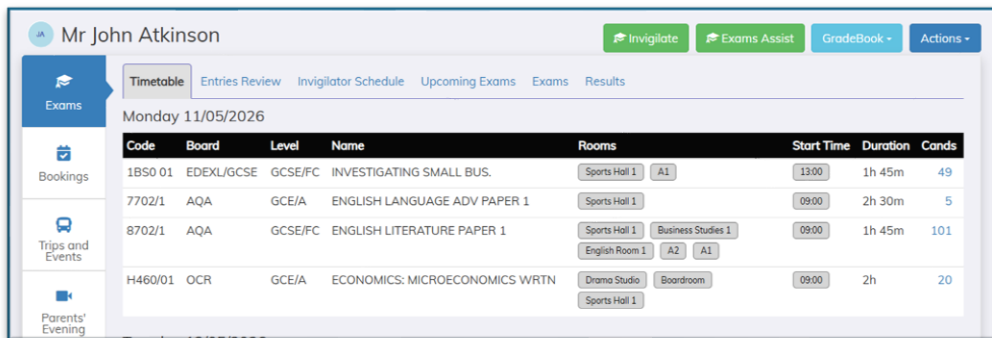
- The SRB record will be deleted
- The candidate's **end time will be updated accordingly**

## How to Amend SRB Entries

Navigate to the **Candidate Tab**, then:

- Select **Actions** against the relevant candidate
- Scroll down to the **Logs section**
- Delete the required **SRB entries**

## Feature 4 – Staff Members’ Homepage



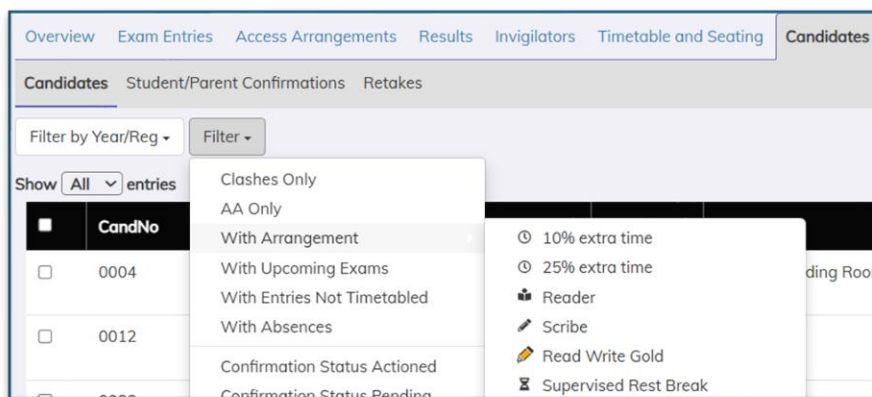
| Code    | Board      | Level   | Name                          | Rooms                                                    | Start Time | Duration | Cands |
|---------|------------|---------|-------------------------------|----------------------------------------------------------|------------|----------|-------|
| 1B50 01 | EDEXL/GCSE | GCSE/FC | INVESTIGATING SMALL BUS.      | Sports Hall 1 A1                                         | 13:00      | 1h 45m   | 49    |
| 7702/1  | AQA        | GCE/A   | ENGLISH LANGUAGE ADV PAPER 1  | Sports Hall 1                                            | 09:00      | 2h 30m   | 5     |
| 8702/1  | AQA        | GCSE/FC | ENGLISH LITERATURE PAPER 1    | Sports Hall 1 Business Studies 1<br>English Room 1 A2 A1 | 09:00      | 1h 45m   | 101   |
| H460/01 | OCR        | GCE/A   | ECONOMICS: MICROECONOMICS WRN | Drama Studio Boardroom<br>Sports Hall 1                  | 09:00      | 2h       | 20    |

A new **Timetable tab** has been added to the **Staff Members’ Homepage** within the **Exams Section** of SchoolWorkSpace. This tab displays all forthcoming exams taking place at the Centre, including both **Internal and External exams**.

Staff members can also view the candidates entered for each exam and see the exam location and room details

This enhancement provides staff with greater visibility of upcoming exams, helping improve awareness and communication across the Centre.

## Feature 5 – Candidates tab - filter by Access Arrangement



| Filter by Year/Reg                         | Filter                       |
|--------------------------------------------|------------------------------|
| Show All entries                           | Clashes Only                 |
| <input checked="" type="checkbox"/> CandNo | AA Only                      |
| <input type="checkbox"/> 0004              | With Arrangement             |
| <input type="checkbox"/> 0012              | With Upcoming Exams          |
| <input type="checkbox"/> 0003              | With Entries Not Timetabled  |
|                                            | With Absences                |
|                                            | Confirmation Status Actioned |
|                                            | Confirmation Status Pending  |

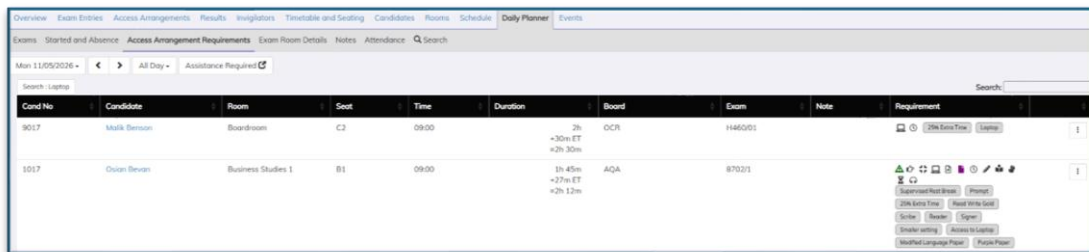
|                                                |
|------------------------------------------------|
| <input type="radio"/> 10% extra time           |
| <input type="radio"/> 25% extra time           |
| <input type="checkbox"/> Reader                |
| <input type="checkbox"/> Scribe                |
| <input type="checkbox"/> Read Write Gold       |
| <input type="checkbox"/> Supervised Rest Break |

To help Centres manage **Access Arrangements** more efficiently, Exams Officers can now **filter candidates by a specific Access Arrangement** within the **Candidate Tab**.

This is particularly useful when identifying candidates who require a **Reader or Scribe**, assigning candidates to **separate rooms** or ensuring all relevant candidates are included in planning.

## Feature 6 - Daily Planner – Access Arrangements Tab

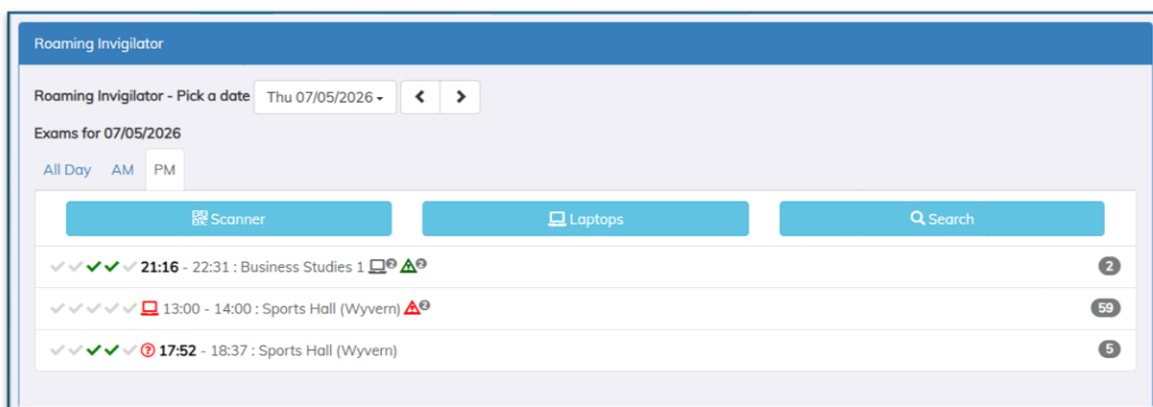
A new **Edit** button has been added to the **Daily Planner | Access Arrangements Tab**. This enhancement allows Centres to quickly record whether the candidate **used their arrangement during the examination or not**. This is particularly useful for Centres that currently record this information manually and need to maintain a centralised records within Exams Assist.



## Feature 7 – Invigilator Portal Day Filter

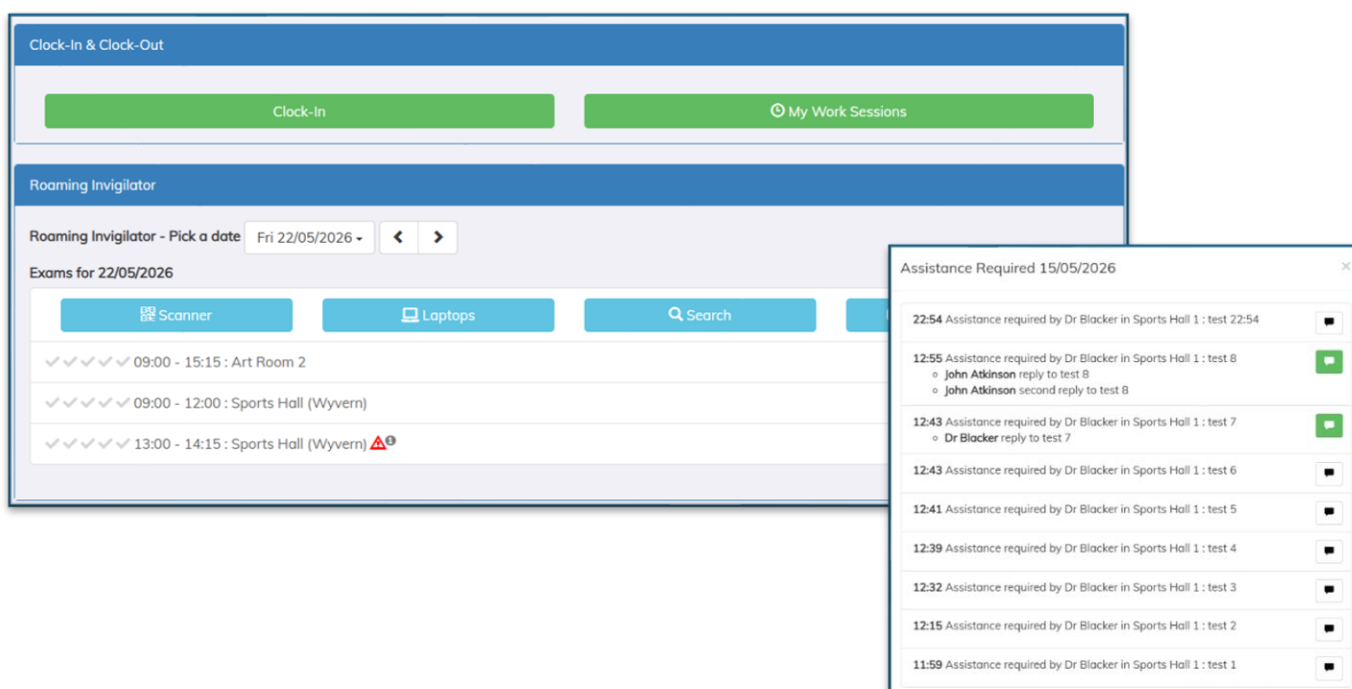
To improve navigation for **Roaming Invigilators**, new **AM** and **PM** tabs have been added to the Invigilator Portal. This enhancement is particularly useful for Centres running multiple exam rooms throughout the day, reducing the need for invigilators to scroll through long lists of sessions.

Exams Assist will automatically default to the most appropriate tab based on the current time of day, helping invigilators quickly access the information relevant to their session.



## Feature 8 – Roaming Invigilator Assistance View

To further support Roaming Invigilators, a new pop-out Assistance Required button has been added to the Roaming section of the Invigilator Portal. Once selected, invigilators will be able to view a live list of all recorded Assistance Required requests across the Centre, helping the wider Exams Team respond more efficiently to issues during the exam day. This enhancement provides greater visibility of ongoing requests and improves communication and coordination across multiple exam rooms.



# New/Updated Reports

- **Invigilator Register**

| Friday 08/05/2026 - Invigilator Register |                 |                                                    |       |       |         |
|------------------------------------------|-----------------|----------------------------------------------------|-------|-------|---------|
| Date                                     | Name            | Room                                               | Start | End   | Present |
| 08/05/2026<br>PM                         | Miss S Abdullah | Main Hall<br>Lead, Paper Check, Extra Time, Scribe | 12:15 | 14:53 |         |
| 08/05/2026<br>AM                         | Mrs M Anderson  | Main Hall<br>Lead, Paper Check, Extra Time         | 08:15 | 10:53 |         |
| 08/05/2026<br>AM                         | Miss A Batchley | English Room 1                                     | 08:30 | 12:00 |         |
| 08/05/2026<br>PM                         | Mr A Blacker    | Main Hall                                          | 12:30 | 14:30 |         |
| 08/05/2026<br>AM                         | Mr S Dumbell    | English Room 1<br>Lead, Paper Check, Extra Time    | 08:15 | 12:00 |         |

- **Examination Register and Examination Register by Component with Access Arrangements**

Add a new option to add a blank column called **Script** so each row can be ticked are the scripts are being collected.

● Examination Register ☆

Paginate by Date, Exam and Teaching Set, Sort by Name ▼

Only use candidate firstname and lastname

Add Reg Group in brackets to name

Show candidate Clash flag

Add Present box

Add Script box

| Exam Register : : 08/05/2026 : 3690U30-1 (23 Candidates) |                        |                     |                 |                          |                          |
|----------------------------------------------------------|------------------------|---------------------|-----------------|--------------------------|--------------------------|
| 3690U30-1 Drama Unit 3 Interpreting Theatre              |                        |                     |                 |                          |                          |
| Cand No                                                  | Name                   | Exam                | Room + Seat     | Present                  | Script                   |
| 1002                                                     | *Stan Ackton (11E)     | 3690U30-1<br>1h 53m | Main Hall<br>B1 | <input type="checkbox"/> | <input type="checkbox"/> |
| 1009                                                     | *Cyla Balinski (11E)   | 3690U30-1<br>1h 53m | Main Hall<br>A1 | <input type="checkbox"/> | <input type="checkbox"/> |
| 1027                                                     | Shanessa Conniff (11D) | 3690U30-1<br>1h 30m | Main Hall<br>B5 | <input type="checkbox"/> | <input type="checkbox"/> |
| 1030                                                     | *Max Cory (11D)        | 3690U30-1<br>1h 30m | Main Hall<br>B6 | <input type="checkbox"/> | <input type="checkbox"/> |
| 1032                                                     | Katherine Davies (11A) | 3690U30-1<br>1h 30m | Main Hall<br>B7 | <input type="checkbox"/> | <input type="checkbox"/> |