

# CONWAY TEST CENTER

[Kennett High School – Library](#)  
[409 Eagle's Way](#)  
[North Conway, NH 03860](#)

## HISET TEST COVID PROTOCOLS

### Expectations for HiSET Testers

- Tester will phone the examiner, 603-323-8857, from outside the building to notify us of their arrival.
- Only tester will be allowed into the building. No others from the family, etc. are allowed in.
- All exam staff and testers will be required to wear appropriate CDC approved masks upon entering, while entering, while inside, and upon leaving the building.
- Should a tester not continue to wear the mask, it may result in dismissal from the test session even if not finished with the test, at the discretion of the examiner, at the cost of the tester.
- Admittance to the library, bathroom and front entrance are the only areas testers are allowed in.
- Assigned testing seats at tables will be at least 6 feet apart, with one person per table.
- **If tester feels sick, then call examiner to re-schedule testing. (payment will be transferred)**

### Screening Process/Questions/COVID Symptoms

**COVID-19 Symptoms:** temp of 100+/chills/cough or sore throat/nasal congestion/runny nose/fatigue/muscle or body aches/headache/new loss of taste or smell/nausea/vomiting/diarrhea

- Have you had any new or unexplained symptoms (even mild) of COVID-19? (as above)
- Have you had close contact with someone who is suspected or confirmed to have COVID-19 in the prior 14 days?
- Have you traveled in the prior 14 days outside of New England?

***If you answer yes to any of the questions, then you must re-schedule the test date.***

## Testing Center Guidelines

- No more than 4 students per test date session. Scheduled appointments only.
- Exam staff will screen the testers prior to entry to the test area, following CDC guidelines.

## Examiner /Facility Guidelines:

- Exam staff will clean the area in advance to testing.
- Pencils, test materials,etc, will be set up for the tester.
- Masks & gloves will be provided if needed, ask in advance.
- Contact will be minimized to handle materials.
- Tester will stay at the table area, unless otherwise indicated.
- Signage will be posted as reminders:6 feet distance, wash hands, wear a mask, do not touch face or eyes.

## Sanitizing Guidelines

- All items on the table, materials used, will be disposed of or sanitized when the tester leaves.
- Tables & the restroom will be sanitized prior and after test sessions following CDC guidelines.
- Exam staff will wear gloves as needed for sanitizing.