

## Exam Room Incident Log

**Date:**

**Time:**

**Examination:**

**Venue:**

**Candidate name(s):**

**Candidate number(s):**

<b>Exam</b>	<b>Start</b>	<b>Finish</b>

**Invigilator(s):**

<b>Name</b>	<b>Time in</b>	<b>Time out</b>

**Record of incident:** (see **paragraph 20.2** of the JCQ document *Instructions for conducting examinations* for more information:  
<https://www.jcq.org.uk/exams-office/ice---instructions-for-conducting-examinations>)

Time	Incident

**Exams Officer:**

**Name (please print):**

**Date:**

**Signature:**

A completed Exam Room Incident Log **must** be retained on file as it may be required by OxfordAQA.