



Examination Discrimination Procedures - Disability, Special Needs & Accessibility Arrangements

Reviewed on 20 October 2022

Review: Annually



Examination Discrimination Procedures - Disability, Special Needs & Accessibility Arrangements

Mission Statement

“Love one another as I have loved you” (John, 15)

We believe that Jesus Christ and his Gospel Call – to love God and all people – are at the heart of what we do.

He inspires us, as children of God, to uphold the dignity of each individual.

We strive to develop a community in Christ which fully supports all in achieving their potential – spiritually, academically and personally.

All examination centre staff must ensure that the access arrangements and special consideration regulations and guidance are consistent with the Equality Act 2010

1. Special needs

A candidate's special needs requirements are determined by the SENCO/ specialist teacher.

The SENCO will inform subject teachers what special arrangements that individual candidate may be granted during the course.

2. Access arrangements

All students with a disability have their individual needs assessed in advance and arrangements are put into place and shared with the student to ensure they have full access to all examinations.

Making special arrangements for candidates to take exams is the responsibility of the SENCO and the Examinations Officer.

Submitting completed access arrangement applications to the awarding bodies is the responsibility of the Examinations Officer.

Rooming for access arrangement candidates will be arranged by the SENCO with the Examinations Officer.

Invigilation and support for access arrangement candidates will be organised by the SENCO with the Examinations Officer

3. Centre solutions

Type of Disability/Disadvantage	Centre Solution
Use of wheelchair/ crutches	All main examination rooms are on the ground floor.
Broken arm/ collar bone/ finger or other such complaint	The SENCO will arrange for candidate to have a Scribe, Laptop and /or extra time
Generally feeling unwell	The Centre may be able to arrange for the candidate to sit the examination in a room on their own (invigilation staff permitting) and candidates will be allowed rest breaks if needed
Visual disability	All SEN examination rooms are well lit. Candidates would have access to Braille equipment or coloured film overlays as required. SENCO to request modified papers via the Examinations Officer
Hearing disability	Candidates may have the use of a live speaker for pre-recorded examination components, or a sign language interpreter. Candidates will be accommodated in a separate room
Long term illness or disability	Candidates with long term illness or a disability that makes travel to the Centre difficult may be allowed to sit their examinations at home with permission from the individual Examination Boards with Centre provided invigilation.
Learning disabilities	Candidates within the Centre are assessed and permitted the use of a Scribe, Reader and /or Extra Time as recommended/ applied for by the SENCO/ Examinations Officer