



Joint Council for
Qualifications

Principal changes to the JCQ publication *Access Arrangements and Reasonable Adjustments* for the academic year 2014/15

For the attention of SENCOs and specialist assessors

The JCQ publication *Access Arrangements and Reasonable Adjustments* for the academic year 2014/15 is primarily intended for SENCOs, specialist assessors and senior leaders within schools and colleges.

The principal changes for 2014/15 are as follows:

Inside front cover - Statement

The regulations reflect a whole centre approach to access arrangements. The expected role of the SENCO, teaching staff and members of the senior leadership team is set out.

Chapter 5

Section 5.1, supervised rest breaks

Page 21 – in order to be awarded supervised rest breaks a candidate **must** be **disabled within the meaning of the Equality Act 2010** with a **diagnosed** condition.

Section 5.2, 25% extra time

Pages 22-27 - whilst the criteria remains the same, it is now a **flat 25% extra time** as opposed to 'up to' 25% extra time.

An Education, Health and Care Plan may be used to award 25% extra time.

Section 5.3, Extra time of up to 50%

Pages 28-29 - all applications for more than 25% extra time will be automatically rejected by Access Arrangements Online. However, centres will be able to refer applications on-line to the relevant awarding body.

Section 5.5, Computer reader/Reader

Page 35 – a statement of Special Educational Needs relating to the candidate's **secondary education**, or an Education, Health and Care Plan, which confirms the candidate's disability may be used to support an application for a computer reader or reader.

Section 5.7, Scribe/Voice recognition technology

Page 48 - a statement of Special Educational Needs relating to the candidate's **secondary education**, or an Education, Health and Care Plan, which confirms the candidate's disability may be used to support an application for a scribe/voice recognition technology.

Page 51, paragraph 5.7.11 - if the candidate and scribe are accommodated separately, on a one to one basis, the invigilator may additionally act as the scribe.

Section 5.11, Oral Language Modifier

Page 59, paragraph 5.11.8 - the revised invigilation arrangements for an Oral Language Modifier **must** be noted.

Section 5.12, Live speaker for pre-recorded examination components

Page 63, paragraph 5.12.8 - where a candidate additionally requires extra time an application **must** always be processed on-line.

Section 5.13, Sign Language Interpreter

Page 65, paragraph 5.13.12 - where a candidate additionally requires extra time an application **must** always be processed on-line.

Section 5.14, Practical assistant

Page 67, paragraph 5.14.7 – the revised invigilation arrangements for a practical assistant **must** be noted.

Section 5.16, Other arrangements for candidates with disabilities

Page 71 – centres **must** note that to be awarded an arrangement, as detailed on page 71, a candidate **must** be **disabled within the meaning of the Equality Act 2010**.

Section 5.18, Bilingual translation dictionaries with up to a maximum of 25% extra time

Page 74 – centres **must** note that the application of extra time when a candidate uses a bilingual dictionary will be in **rare and exceptional circumstances**.

Paragraphs 5.18.5 to 5.18.9 must be carefully noted.

Chapter 6

Section 6.5, Coloured/enlarged paper

Page 78 – centres **must** note what is permissible when an application for a coloured/enlarged paper is approved.

Chapter 7

Section 7.6, Completing Form 8 – JCQ/AA/LD

Pages 87-88 - SENCOs and specialist assessors **must** pay particular attention to **section 7.6, pages 87 to 88**, and the correct completion of Form 8.

Chapter 8

Section 8.6, How to use Access Arrangements Online

Page 93 – when processing applications for access arrangements, GCSE and GCE qualifications, the candidate's UCI and/or ULN **must** be entered in addition to the candidate number.