



A PARENTS' GUIDE TO EXAM ACCESS ARRANGEMENTS

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What are EAA?

Exam Access Arrangements can be put in place for students in order to enable them to access an exam fully without affecting the integrity of the assessment.

Is my son/daughter eligible for any exam access arrangements?

Your son/daughter might be eligible if they have physical disabilities, sensory impairments and/or learning difficulties. Your son/daughter will be eligible for these if the EAA is either specifically mentioned in an Education and Health Care Plan (EHCP), is required due to a medical condition or has been put in place following a consultation between an EAA assessor and the school. The EAA must reflect your son/daughter's normal way of working within the school i.e. they will use these during lessons (where possible) and internal assessments. Only if these criteria are met will they be eligible to use the recommended access arrangements for their external exams.

Common EAAs

Although there are a variety of EAAs that your son/daughter may be eligible for, two of the most common ones are a word processor and up to 25% extra time.

Word processor - your son/daughter might be eligible to use a word processor in their final exams in the subjects in which they usually type their work in lessons. This could be due to slow speed of handwriting or concerns over legibility.

25% extra time - this has to be the normal way of working in subjects and meet the evidence criteria for the JCQ, which can change over time. Typically a student is eligible for extra time due to one of the following:

- An EHCP which includes the implementation of extra time
- A medical condition that requires the need for extra time (requires a current medical letter from a consultant)
- A recommendation from a qualified assessor after conducting a diagnostic assessment. This would be carried out no earlier than year 9 by an EAA assessor that has an established relationship with the school. Private assessments are not acceptable.

Our school process

Until EAAs are formally approved, teachers will support students lower down the school by allowing additional time or other arrangements as needed to ensure students can access assessments. We continually capture feedback from teaching staff about potential EAAs at every progress review.

Every year, we screen our Year 9 cohort which acts as an additional measure to identify student need. Based on all available evidence the SSC team will put in place arrangements as needed, and a letter is sent home to confirm when the process is complete.

