

1 December 2023

Dear family

I am writing to confirm that your child in Year 11 will be tested for Exam Access Arrangements for their examinations and controlled assessments. If successful, access arrangements will be in place until the end of the summer examinations of 2024. We will be screening the entire year group to ensure that all support that needs to be in place is clearly identified. This will include a formal assessment from an external assessor over several days from **Monday 4 December 2023 through to Wednesday 6 December 2023**.

Testing will take place in school and will not take longer than 20 minutes in the first instance, followed up by a short 1:1 of around 5 mins with the assessor. Your child will be informed of the time and location of the testing prior to the event and a sticker will be placed in their planner.

The intention behind an access arrangement is to meet the needs of an individual candidate without affecting the integrity of the assessment. Access arrangements are the principal way in which awarding bodies comply with their duty under the Equality Act 2010 to make 'reasonable adjustments'.

Students will be made aware of the arrangements that they have qualified for in the new year and these will then apply to all formal assessments within school as part of the pupil's normal way of working.

If you require any further clarification regarding any of the above information, please do not hesitate to contact myself or our Exams Officer, Callum King.

Yours faithfully



Mr A Jacobs
Principal

