



The
COUNTY
HIGH SCHOOL
Leftwich

Achieving
Excellence

Document Control Sheet

Document Type	Policy
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Equality Act 2010 fully considered	Yes
EIA Form Completed	Yes

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BTEC Special Consideration and Reasonable Adjustment Policy

1. Aim:

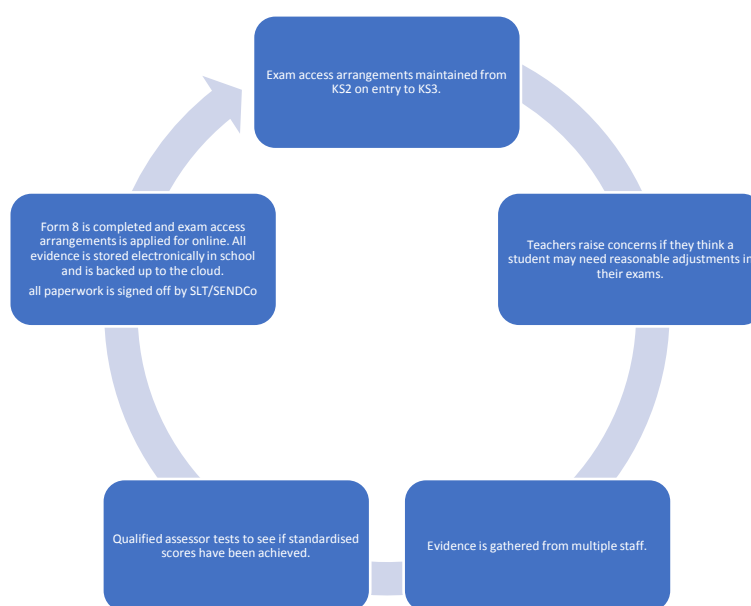
- 1.1. To make reasonable adjustments where a disabled person would be at a substantial disadvantage in undertaking an assessment.
- 1.2. To ensure any Special Consideration adjustment to a candidate's mark or grade to reflect temporary injury, illness, or other indisposition at the time of the examination/assessment is submitted appropriately and timely.
- 1.3. To ensure that learners are not unfairly disadvantaged/advantaged during the assessment process.

1.4. To do this, The County High School Leftwich will:

Reasonable Adjustments.

- 1.4.1. Ensure any reasonable adjustment during an assessment reflects the normal learning or working practice of a learner in the centre or working in an occupational area.
- 1.4.2. Only use mechanical, electronic, and other aids to demonstrate competence that are generally commercially available or available from a specialist supplier.
- 1.4.3. Ensure any adaptations do not impact on any assessment standards or competence standards being assessed.
- 1.4.4. Only use adaptations that are recognised in current JCQ guidance and contact Pearson for further guidance, if appropriate.
- 1.4.5. Consider any reasonable adjustment on a case-by-case basis.
- 1.4.6. Provide evidence of need if requested by Pearson.
- 1.4.7. Inform the learner where a reasonable adjustment application has been submitted to Pearson.
- 1.4.8. Record all reasonable adjustments made in relation to internal assessments on Form VQ/IA and make available to Pearson on request.
- 1.4.9. Apply for reasonable adjustments to external assessments in line with deadlines published by Pearson.

Reasonable Adjustments Procedure



Special Considerations.

- 1.4.10. Apply for any special consideration at the time of the assessment and in line with deadlines published by Pearson.
- 1.4.11. Only apply for a special consideration if the situation meets current JCQ guidance.
- 1.4.12. Only apply for special consideration if the centre is satisfied that there has been a material detrimental effect on the learner performance in external or internal assessment.
- 1.4.13. Make any applications on a case-by-case basis.
- 1.4.14. Inform the learner where a special consideration application has been submitted to Pearson.
- 1.4.15. Submit special consideration requests to Pearson in line with the published requirements along with evidence requested to support the request.
- 1.4.16. Make all applications for special considerations on the appropriate form as required by Pearson.

Special Considerations Procedure

