



From: Head of Learning Support, Sarah Beynon

25 January 2024

Dear Parents and Students,

### **Exam access arrangements**

I am writing regarding exam access arrangements for students who have been formally identified with a Special Educational Need or Disability (SEND). Whilst this is of particular relevance to students taking GCSEs or A levels this year (5th years and 6th formers), it may also be of interest to those in the 4th year and L6, who are at the start of their GCSE and A level courses.

The exam boards (JCQ and CIE) regulate GCSE and A level exams and set the criteria for exam access arrangements, such as extra time. In light of these regulations, and to allow us time to process applications this year, the School has an internal deadline of Monday 26 February for all external specialist assessments to be completed and initial findings sent to us. Please be aware that not all assessments meet the threshold to be given extra time or other exam arrangements, as the criteria are strictly upheld.

Most students in the 5th and U6 will have been assessed well in advance of exams and have been using their exam access arrangements in internal tests and exams. No further action is needed on their behalf. However, occasionally, following the mocks or feedback at parents' evening, teachers advise that a student may need an assessment. If this is the case, please contact the Learning Support department as soon as possible. It is essential that any assessment is discussed with us prior to it taking place, to ensure it is compliant with JCQ regulations.

If you would like further information, our Exam Access Arrangements Policy can be found on the school website, under 'Policies and statements' and the Learning Support Department are always happy to answer queries. Students can log onto 'My Abingdon' to check their current exam access arrangements under their 'school profile'; if these are not as expected, they should, in the first instance, email [learning.support@abingdon.org.uk](mailto:learning.support@abingdon.org.uk)

Best regards

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