



2021 ACCESS ARRANGEMENT REQUESTS

Access arrangements will be agreed before the entrance test. They allow candidates with special educational needs, disabilities or temporary injuries to access the test and show what they can do without changing the demands of the test. The intention behind an access arrangement is to meet the particular needs of an individual applicant without affecting the integrity of the exam. Access arrangements are the principal way in which the School complies with the duty under the Equality Act 2010 to make 'reasonable adjustments.

The Equality Act 2010 requires the School to make reasonable adjustments where a candidate, who is disabled within the meaning of the Equality Act 2010, would be at a substantial disadvantage in comparison to someone who is not disabled. Whether an adjustment will be considered reasonable will depend on a number of factors, which will include, but are not limited to:

- The needs of the disabled applicant,
- The effectiveness of the adjustment,
- The cost of the adjustment; and
- The likely impact of the adjustment upon the applicant and the other applicants.

The evidence of need required by the School will vary depending on the disability and the access arrangement(s) being applied for. Each case will be considered on its own merit.

Access arrangements must not give an applicant an unfair advantage over other applicants. Where a request for 25% additional time is made, therefore, it will only be granted where there is evidence of substantial impairment or exceptional circumstances. In order to evidence such circumstances, parents should provide the School with an Education, Health and Care Plan or a primary school SEND support information. **All reports must be current and dated no more than 2 years prior to the examination date.** All documentation must be on an official letterhead and show the Assessors full name, qualifications and demonstrate how the assessment results were reached.

Information from the primary school will be requested including details of the applicant's normal way of working. Please notify us immediately if your child requires enlarged print test papers or papers to be printed onto coloured paper.

Please hand this form to the applicant's Primary School and ask they kindly answer each question in support of your application for access arrangements. You must then return this to us along with a copy of the applicant's Education Health and Care Plan or Primary School SEND Support no later than **Wednesday 1st July 2020**. Information received after this date may not be taken into consideration in preparation for the entrance examination but may be held in support of an independent statutory appeal following 1st March 2020.

2021 ACCESS ARRANGEMENT REQUEST FORM

All requests for access arrangements MUST be submitted together with supporting documentation no later than **Wednesday 1st July 2020**. Information received after this date may not be considered prior to the examination but may be taken into consideration following **1st March 2021** during an independent appeal. **It is not the School's responsibility to obtain information in relation to a request for access arrangements this must be provided by the parents/carers.**

Applicant's Full Name	
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Primary School	
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Does the applicant currently receive 25% additional time within his ' <i>normal way of working</i> ' in the classroom?	Yes	No
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Does the applicant currently receive 25% additional time during End of Key Stage 2 SATS?	Yes	No
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Does this applicant have a standardised score relating to an assessment of speed which falls below 85?	Yes	No
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In which category does the score below 85 fall? (Please attach evidence of this i.e. a Specialist Advisor Report).	Reading	<input type="checkbox"/> Tick
	Reading/Comprehension	<input type="checkbox"/>
	Writing	<input type="checkbox"/>
	Cognitive Processing	<input type="checkbox"/>

Would the applicant require any of the access arrangements listed below throughout the entrance examination? (a) large print A3 Question booklets and Answer Sheets (b) coloured filters (applicant to provide) (c) provision of a scribe (d) other (Please provide paperwork to support this)	Please tick which: (a) Large Print Papers (b) Coloured filters (c) A Scribe (d) Other (please advise below)	Tick <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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Please state what if any access arrangements are currently in place for this applicant during his normal way of working within the classroom.

All candidates requiring access arrangements will take our entrance examination on our supplementary date.

Primary School Official Stamp..... SignatureDate