



Principal: Mr I Matthews, MEd, BEd (Hons), PQH (NI)

Access Arrangements and Special Consideration – 2021

Access Arrangements

Access Arrangements (where applicable) are already in place for your son/daughter and will continue throughout the period of internal assessment. If you have a new access arrangement during the assessment period e.g. an injury, please contact the school immediately by writing or sending an email to info@rathfrilandhigh.rathfriland.ni.sch.uk

Special Consideration

Rathfriland High follows the advice given by the Joint Council for Qualifications (JCQ) in relation to special consideration

https://www.jcq.org.uk/wp-content/uploads/2020/09/Guide_to_spec_con_process_2021_FINAL.pdf

As defined by JCQ, 'special consideration' is a post-examination adjustment to a candidate's mark or grade to reflect a temporary illness, temporary injury or other imposition at the time of the assessment which has had, or is reasonably likely to have had, a material effect on a candidate's ability to take an assessment or demonstrate his/her normal level of attainment in an assessment.

These include:

- temporary illness or accident/injury at the time of assessment;
- bereavement at the time of the assessment (where whole groups are affected, normally only those most closely involved will be eligible);
- domestic crisis arising at the time of the assessment;
- serious disturbance during an assessment;
- extreme distress on the day of the assessment (not simply assessment related stress).

Candidates will NOT be eligible for special consideration if preparation for or performance in the assessment is affected by:

- lost teaching and learning due to COVID-19 (see below*)
- long term illness or other difficulties during the course affecting revision time, unless the illness or circumstances manifest themselves at the time of the assessment;
- bereavement occurring more than six months before the assessment, unless an anniversary has been reached at the time of the assessment or there are ongoing implications such as an inquest or court case;
- domestic inconvenience, such as moving house, taking holidays at the time of the assessment;
- minor disturbance in the assessment room caused by another candidate, such as momentary bad behaviour or a mobile phone ringing;
- permanent disability unless illness affects the candidate at the time of the assessment or where the disability exacerbates what would otherwise be a minor issue.

*** Special consideration is never applied due to lost teaching and learning time. Lost teaching and learning due to COVID-19 is being addressed this summer via the assessment methods and the flexibility afforded to the Centre in the content that will be assessed.**

If a candidate is affected by any of the criteria listed in the JCQ definitions on 'special consideration' during the upcoming assessment periods (or if they have been affected during a previous assessment which may contribute to the range of evidence being considered in the Centre Determined Grades process), they must:

Complete the special consideration application form which is available at the following link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=-yeCOETeDkaBkAVAK4mNqGH39G70UTBArlsZyLvrM19UMUhTSFJTRkdSUjNNRzNURzFSNIU5SkMzUC4u>

This link is also available on the school website under 'Parental Information' – 'Link to application for Special Consideration'. The form should be submitted as soon as possible and **prior to 4pm on Friday 30th April 2021.**

Please note that completion of the form does not guarantee that an allowance will be granted. Any information that you record on the form will be treated with utmost sensitivity, with relevant staff informed on a need-to-know basis only. Parents/Guardians should outline in detail, the nature of the issue and how it has affected their son/daughter.

If the issue is related to illness/injury, it is helpful to submit medical evidence such as a Doctor's letter (on headed paper) outlining how, on the day of the assessment, the candidate may be potentially disadvantaged. This evidence can be submitted to the school office, for the attention of the Examinations Officer, Mrs Fitzpatrick, in a sealed envelope labelled with the pupil name and Form Class. Or alternatively, it can be sent in electronic format to info@rathfrilandhigh.rathfriland.ni.sch.uk, with pupil name and Form Class clearly stated in the email.

JCQ regulations state that "Candidates will not be eligible for special consideration if preparation for or performance in the examination is affected by long term illness or other difficulties during the course affecting revision time, unless the illness or circumstances manifest themselves at the time of the assessment".

In respect of illness/injury/event that arises during the assessments conducted in April – May 2021, applications must be forwarded within five days of the particular assessment via the special consideration application form which is available at the following link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=-yeCOETeDkaBkAVAK4mNqGH39G70UTBArlsZyLvrM19UMUhTSFJTRkdSUjNNRzNURzFSNIU5SkMzUC4u>

In respect of assessments earlier in the academic year which may be considered within the range of evidence being considered within the Centre Determined Grades process, the school may already be aware of issues which would be considered eligible for special consideration. However, for the avoidance of doubt, applications for special consideration should be forwarded as outlined above prior to 4pm on Friday 30th April 2021.

In line with JCQ regulations "Awarding bodies will not enter into discussion with candidates or their parents as to how much special consideration should be applied". (The maximum allowance given will be 5% of the total raw marks available in a component and the most common category of allowance is 2% of the total raw marks in a component).