

# Entrance Exam SEN Policy

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### Admissions for SEN Candidates

Students with SEN may be given supervised rest breaks/extra time during the Entrance Examination, in line with current JCQ guidelines and our policy on extra time.

For public examination purposes, *JCQ (Joint Council for Qualifications)* issues clear guidelines on quantitative (score) evidence and these are their key measures for awarding extra time for candidates with learning difficulties.

Extra time and other arrangements may be allowed during the tests, provided that the application is supported by a current Educational Psychologist report, LEA Statement, EHC plan or other evidence e.g., specialist assessment, hospital /medical consultant's letter.

It will be at the school's discretion whether extra time is awarded based on the school receiving up-to-date documentary evidence of below average speed of processing, below average cognitive or phonological skills, below average reading accuracy, reading speed or reading comprehension, meeting the JCQ criteria updated annually on their website.

This evidence must be presented as standardised scores, where below average is a standardised score of 84 or less.

The decision as to whether to give extra support in the Entrance Examination will be made by the Head of Learning Enrichment (SENCO) in liaison with the Headmistress.

The amount of extra time allocated will be decided on a case-by-case basis.

It is the parents' responsibility to provide the necessary documentation for the students to be considered for extra time or to be able to use a laptop.

If an application to receive additional support is declined the school will contact parents as soon as possible, to explain the reasons behind the decision.

For a full list of access arrangements available in entrance exams for candidates with disabilities, please see the Access Arrangements Policy.