PUTNEY
HIGH SCHOOL
GDST
GIRLS' DAY SCHOOL TRUST

Entrance Exam SEND Policy

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Admissions for SEND Candidates

Candidates with SEND may be allocated following accommodations:

- Supervised rest beaks
- Noise cancelling headphones
- Use of coloured overlays or reading ruler
- Extra time

The accommodations will be in line with the JCQ guidelines and our school policy for access arrangements.

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.

Access arrangements may be allowed during the tests, provided that the application is supported by a current Educational Psychologist report, Local Education Authority Statement, Educational Health Care Plan (EHCP) 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.

Evidence will be requested for diagnosis, standardised scores below 84, and normal ways of working as appropriate.

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

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

It is parents' responsibility to provide the necessary documentation and evidence for the consideration of accommodations in the entrance exam.

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.