



The Polesworth School

ENSURING EXCELLENCE

The Polesworth School Exam Disability Policy

Type of Disability or Disadvantage	Centre Solution
Wheelchair user	The main exam rooms are on the ground floor, but should a candidate need access to upper floors we have lifts. There are also Evac chairs should we need to evacuate a wheelchair user from the upper floors. The Polesworth School has been adapted for wheelchairs and disabled toilets are available.
Use of crutches for broken leg or other lower limb complaint	The main exam rooms are on the ground floor, but should a candidate need access to upper floors we have lifts. There are also Evac chairs should we need to evacuate a candidate from the upper floors.
Broken arm / collar bone / finger or other such complaint	The Centre will arrange for candidates to have a scribe, laptop and/or extra time for the exam as appropriate.
Generally feeling unwell	The Centre may be able to arrange for the candidate to sit the exam in a room on their own (invigilation staff permitting) and administer medicine as required.
Visual disability	All exam rooms in the centre are well lit. Candidates are permitted the use of their coloured overlays as required.
Hearing disability	Candidates may have the use of a live speaker for pre-recorded exam components, or a sign language interpreter. Candidates will be accommodated in a room on their own.
Long term illness or disability	Candidates with a long term illness or a disability that makes travel to the Centre difficult may be allowed to sit their exams at home with permission from the individual exam boards on completion of Form JCQ/Alt Site.
Learning disabilities	Candidates within the Centre are assessed and permitted the use of a scribe, reader and/or extra time as recommended by the Centre's Learning Support Manager and arrangements put in place as appropriate.
Emergency evacuation procedures are appropriate for all candidates/staff.	

Mrs Maura Favell
Head of Centre

To be reviewed September 2017