

AFW / GER

15 March 2021

Dear Students, Parents and Carers,

SEA for Assessments for Year 11 and GCSE resit students.

I am writing regarding Special Exam Access arrangements for the upcoming assessments. All students who require SEA arrangements will receive them. Where these arrangements can be facilitated in the classroom, they will be so that students can stay within their usual learning environments as much as possible. Where this cannot be facilitated, we will aim to use rooms and staff around the school that students know.

Students who require a small room only will stay within their classrooms for the assessments.

Students who require colored paper, larger text etc. will received this for all their assessments.

Classroom based SEA – 25% extra time, prompts and rest breaks.

Students who receive 25% extra time will remain in the classroom to do their assessments as papers will be 45 minutes long, so the extra time can be done within the hour lesson. Students who do not receive extra time will have their papers put at the top of their desks, and given a silent task to complete whilst students with extra time complete their papers. As is usual, if students with extra time finish before their end time, they can indicate to their teachers that they do not need to take the time, however, we would very much encourage students to use their extra time.

Students with rest breaks will follow their usual practice by asking their teachers for the breaks they need. Time will be added to their end time accordingly.

Students who require prompts will be prompted throughout their assessments as and when required by their teachers.

Non-classroom-based SEA

Students who are entitled to a reader, word processor, separate room, scribe or a practical assistant will have these facilitated outside of their classrooms. We will send you and students an email with their timetable of assessments and rooms by the end of this week. Students need to go straight to their assessment room rather than their normal classroom when their assessment is taking place. Students will have staff in their assessment rooms who will support them through their SEA and students should ask any questions if need anything clarifying during the assessment.

Please contact me on admin@gehs.net or direct students to Mrs Pick or Mrs Cunningham in the base with any questions. Thank you for your continued support.

Yours,

Mrs Fletcher-Woods

Associate Assistant Headteacher