SJWMS - Exam Access Arrangements 2023-24
The use of a Word Processor in Exams

The implementation of Exam Access Arrangements within the school setting is the responsibility of the SENCO. The school and SENCO are duty bound to follow the advice and direction given to them by JCQ.

Arrangements for the use of a word processor in an examination setting must reflect the candidate's normal way of working within the school. This excludes the normal use of a computer/word processor in Computing/computer based lessons and also excludes the use of Chromebooks in classroom based lessons at the invitation of the teacher. Students who do not usually use a word processor in lessons for the agreed completion of tests and assessments will not be permitted to use a word processor for their final examinations.

Candidates who might benefit from the use of a word processor may include students with

: ● A learning difficulty which has a substantial and long term adverse effect on their ability to write legibly
  ● A medical condition
  ● A physical disability
  ● A sensory impairment
  ● Planning and organisational problems when writing by hand
  ● Poor handwriting to the extent where a member of staff is unable to read a student's response on a regular basis

(This list is not exhaustive and subject to change)

All arrangements regarding Exam Access Arrangements need to be made with the SENCO. Parents must consult with the SENCO in advance of any Exam Access Arrangements being sought for their child.

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