



## Access Arrangements Information

Access arrangements allow candidates with special educational needs, medical conditions or temporary injuries to access the test and show what they can do without changing the demands of the test. The intention behind an access arrangement is to meet the needs of an individual applicant without affecting the integrity of the exam.

Our aim is to support your child where needed, while also keeping the test fair for everyone.

Under the Equality Act 2010, the school must make reasonable adjustments for disabled candidates, so they are not placed at a substantial disadvantage compared with others.

What counts as a reasonable adjustment depends on several things, including:

- Your child's individual needs
- Whether the adjustment will actually help them access the test
- The resources and staffing required
- The cost and practicality of the adjustment
- Any effect on other candidates

Every child is considered individually. There are no automatic adjustments for particular diagnoses.

All requests are reviewed by the College SENDCo. They will:

- Look at your child's specific needs
- Consider the format of the entrance test (which is multiple-choice)
- Ensure adjustments remove barriers without giving unfair advantage

For example, a child who uses extra time or a scribe for writing at school may not receive this for our test, because the entrance test involves no extended writing.

Access arrangements will only be granted where there is clear evidence of a substantial difficulty that would affect performance in this test format.

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### Applying for Access Arrangements

You **must** indicate on your son's Entrance Exam application form if there is a requirement for access arrangements. You will then be sent a link to the Access Arrangements Request form which you will need to arrange to be completed by your son's primary school.

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### What Evidence You Need to Provide

To support your request, please provide one or more of the following:

- A current Education, Health and Care Plan (EHCP)
- A SEND Assessment Report
- A formal diagnosis from a qualified professional



All documents must:

- Be on official letterhead
  - Include the assessor's name and qualifications
  - Explain how the assessment was carried out
  - Clearly highlight what access arrangements are recommended
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### **Primary School Input**

Your child's primary school must complete an Access Arrangements Request Form, confirming your child's normal way of working. We may contact the school if anything needs clarification.

Both the completed form and your supporting evidence are required for the request to be considered.

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### **Deadline**

All information must be submitted by midday on Monday 6 July 2026.

We are unable to follow up or gather information on your behalf, so please make sure everything is sent to us by the deadline.

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