

Hamilton School

Equal Opportunities and Disability Discrimination Policy for Examinations

The Disability Discrimination Act 2005 extends the application of the DDA to general qualifications. All exam centre staff must ensure that the access arrangements and special consideration regulations and guidance are consistent with the law.

Hamilton School recognises that students with temporary or permanent disabilities will require access arrangements or reasonable adjustments to be put in place in order for them to continue with their exams.

We will respond to the possible circumstances as detailed in the table below.

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| Candidates with a disability requiring emergency egress | Personal Emergency Egress Plan forms are available in the Emergency Procedures folder in the school office. These are completed for any physically disabled candidates. |
| Wheelchair user as required | The exam room is on the ground floor and has step free access. Sufficient space is available between desks for wheelchair access. |
| Use of crutches for temporary injury | The exam room is on the ground floor and has step free access. |
| Broken arm, finger, collar bone or similar injury | Candidates to have scribe, laptop and extra time as necessary. |
| General feeling of ill health | The centre may be able to arrange for the candidate to sit in a room on their own, and allow rest breaks. |
| Visual disability | All exam rooms are well lit, and a scribe can be provided if necessary. |
| Hearing disability | Candidates may be accommodated in a room on their own, and any verbal instructions will be provided in a written form. |
| Long term illness/school phobia | Candidates may be allowed to sit their exams in alternative locations, with permission from the appropriate exam board. |