

## **The Joseph Whitaker School Word Processor Statement**

The Joseph Whitaker School is committed to providing appropriate access arrangements to enable students with substantial and long term difficulties to fully demonstrate their ability in an exam situation.

This statement is written in line with the guidance found in the Joint Council for Qualifications (JCQ) Regulations document: 'Adjustments for candidates with disabilities and learning difficulties- Access Arrangements and Reasonable Adjustments'- with effect from 1<sup>st</sup> September 2017.

The use of a word processor in an exam may be granted for students with (this list is not exhaustive):

- 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

In line with the school's Access Arrangements Policy, the use of a word processor in an exam **must reflect the candidate's normal way of working.**

**A word processor cannot be granted to a candidate because he/she now wants to type rather than write or can work faster on a keyboard, or because he/she uses a laptop at home.**

For more information please see the Access Arrangements Policy which is available via our website.

Statement to be reviewed September 2018