Assessment & Reasonable Adjustments & Special Consideration

South Wales Electrical Training Limited aims to ensure that equality of opportunity is promoted in access to our programmes and assessments and that unlawful or unfair discrimination, whether direct or indirect, is eliminated. South Wales Electrical Training Limited also aim to provide equal reasonable adjustments and special considerations to learners registered with us to ensure that assessment is a fair test of knowledge and capability. However, for some learners the usual format of assessment may not be suitable and reasonable adjustment or special consideration should be given wherever possible. There are some limitations as to what may be possible however, due to the environment in which South Wales Electrical Training Limited operates and the nature of the work.

Reasonable Adjustment
A reasonable adjustment is intended to give additional support to those who need it to complete the qualification or achieve the assessment, such as learners who have a disability, a medical condition, or specific learning requirements.

However, South Wales Electrical Training Limited programmes are in the health & safety in construction industry where a certain level of physical and mental ability and physical strength is required. South Wales Electrical Training Limited cannot change the standards required within the programmes. However, South Wales Electrical Training Limited can take some actions to allow learners a fair and equal chance of accessing assessment. For example:

- Allowing learners extra time to complete an assessment
- Adapting assessment materials e.g. large print
- Providing a reader or interpreter during an assessment

A reasonable adjustment will depend on the individual, their circumstances, the cost and practicalities of the adjustment as well as health and safety concerns. The assessment cannot be changed to make it easier, nor can the learner be given an unfair advantage over others. It is best if the learner can explain their need and then the adjustment should reflect the normal way of working. Any adjustments must be auditable and be able to be externally quality assured.

Special Consideration
A Special Consideration is for learners who have an unforeseen circumstance that affects their performance in an assessment. For example:

- Personal illness or accident
- A bereavement
- Significant disruption during an assessment (noise, fire or other emergency)

In these instances, it is usual to reschedule the assessment.

Process
South Wales Electrical Training Limited will follow the requirements and guidelines set out by Awarding Bodies. This will usually mean the identification of:

- Learner name and assessment of their need
- The qualification and assessment affected

For reasonable adjustments:

- The reason for the adjustment and why the usual assessment is inappropriate
- The proposed adjustment
- In many cases, the Awarding Bodies require recent medical evidence (usually within the past five years) so that reasonable adjustments can be made.

For special considerations:

- The impact of the unforeseen circumstance on the learner

The use of a reasonable adjustment will not be taken into consideration during the assessment of a learner's work. The same assessment standard will still be applied. Appeals against a decline of a request for reasonable adjustment or special consideration will be dealt with through the Appeals Policy, escalated to the Awarding Body if the learner is still dissatisfied that their needs are not sufficiently being taken into consideration.