

11 May 2026

Dear parents and carers

As we approach the upcoming SKI Week after half-term, we wanted to take the opportunity to outline our arrangements for students who have access arrangements in place, and to explain the rationale behind how these will be used.

In line with JCQ (Joint Council for Qualifications) regulations, we are required to ensure that access arrangements reflect a student's normal way of working while also being appropriate to their current needs. As part of this, we will be offering access arrangements where they are in place, but we will also be carefully monitoring their use across this exam period.

Our aim is to use these exams as a supportive checkpoint. For some students, this may mean that they do not need to use their full access arrangement in every exam. This is a positive sign, as it can indicate growing confidence, improved skills, and that gaps in learning are being successfully addressed. For others, access arrangements will remain an essential support, and these will continue to be in place as needed.

We recognise that this can feel like a change, and some students may feel anxious about not relying on arrangements they have previously used. Please be reassured that this process is designed to support students, not to remove help prematurely. Staff will be closely monitoring and making informed decisions, ensuring that every student has what they need to succeed.

These exams are also part of our SKI (Skills and Knowledge Indicators) approach, which is designed to help students become more familiar and comfortable with exam conditions. By practising in this way, we aim to reduce anxiety and build confidence over time. The assessments will take place across a double lesson but will not take up the whole session. This will then provide all students with the opportunity to use extra-time, should they need to, and teachers will ask that this work is completed with green pens. We will then be able to assess if students required this and assess the difference it made to their outcomes. We will then review the arrangements in place for all individuals, and this will be a routine review after each SKI/exam period moving forward.

In addition to any extra time required, we will continue to make use of supportive tools such as Claro Reader (which allows students to access text independently without the need for additional adult support) and Reading Pens, if these have been stipulated within EHCP plans or have been part of the students' normal way of working leading up to an exam period. These arrangements help to promote independence while still providing appropriate assistance.



Following the exam period and results, we will review outcomes and be in touch to discuss any changes that may need to be made to these arrangements and to look at next steps to facilitate these.

If you have any questions or would like to discuss your child's specific arrangements, please do not hesitate to get in touch. Thank you, as always, for your continued support.

Best wishes

**Miss S Osborne** (SENCO) and **Mr J David** (Exams Officer)

