

# Brighton Swimming Centre/Swim UK



## Reasonable Adjustments and Special Considerations Policy

## **Policy Statement**

A reasonable adjustment is any action that helps to reduce the effect of a disability or difficulty that places the Learner at a substantial disadvantage in the assessment situation.

Brighton Swimming Centre/Swim UK recognises that some candidates require alternative arrangements for their examinations and learning to take place. This may be the result of a disability, medical condition or for religious reasons.

## **Making Reasonable Adjustments**

Reasonable adjustments must not compromise the assessment process or the assessment objectives and may involve:

- Changing standard assessment arrangements, for example, allowing Learners extra time to complete the assessment activity (unless the assessment is required as a standard, such as timed swims for the National Pool Lifeguard Qualification).
- Adapting assessment materials, such as providing materials in Braille
- Providing access facilitators during assessment, for example a sign language interpreter or a reader
- re-organising the assessment room, such as removing visual stimuli for an autistic learner
- changing the assessment method, for example from a written assessment to a spoken assessment
- using assistive technology, such as screen reading, or voice activated software
- providing the mechanism to have different colour backgrounds to screens for onscreen assessments or asking for permission for copying to different coloured paper for paper-based assessments
- providing and allowing different coloured transparencies with which to view assessment papers

Reasonable adjustments are approved or set in place before the assessment activity takes place; they constitute an arrangement to give the learner access to the assessment activity.

All learners are required to declare any learning difficulties, disabilities or cultural requirements prior to the start of the course, in writing on their application form/TAB booking. The administration team will then contact the learner to determine the reasonable adjustments which need to take place. Brighton Swimming Centre/Swim UK are passionate about assisting learners to achieve their potential, the one stipulation we make is that we are given enough notice to organise reasonable adjustments.

All reasonable adjustments will be given in line with the policies and procedures set by the awarding body for the associated qualification.

This policy will be reviewed periodically to ensure that it remains fit for the purpose, is suitable and complies with legislation.