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| **Arrangement** | **Apply using AAO** | **Not apply** | **Evidence needed** | **Other information** |
| 5.1Supervised rest breaks |  | ✓ | ‘Normal way of working within the centre’ |  |
| 5.2Extra time up to 25% | ✓ |  | Specialist assessor or other evidence in ‘unusual cases’.‘normal way of working within the centre’ |  |
| 5.3Extra time up to 50% | ✓ |  | ‘Exceptional circumstances’. See page 28 - 29. |  |
| 5.4Extra time over 50% | ✓ but will be rejected. |  | List on page 30. | Evidence to be sent to the Awarding Body |
| 5.5Computer reader / reader | ✓ |  | Specialist assessor or other evidence.‘Normal way of working’. | No live reader in English / Lang.Can order pdf versions of exams or apply for early opening to scan papers. |
| 5.6Read aloud |  | ✓ | Teaching staff recommendation. ‘normal way of working’. | Includes the use of a reading pen. |
| 5.7Scribe / voice activated software | ✓ |  | Specialist assessor or other evidence. ‘normal way of working’. | Dictate MFL letter by letter. |
| 5.8Word processor |  | ✓ | ‘normal way of working’.See JCQ *Instructions for the Conduct of Examinations* | Spell and grammar checker switched off. Can word process some answers and hand write others. |
| **Arrangement** | **Apply using AAO** | **Not apply** | **Evidence needed** | **Other information** |
| 5.9Transcript |  | ✓ | See JCQ *Instructions for the Conduct of Examinations* | For temporary injury or in subjects where WP is inappropriate. |
| 5.10Prompter |  | ✓ | See JCQ *Instructions for the Conduct of Examinations* |  |
| 5.11Oral Language modifier | ✓ Automatic 25% extra time. |  | Standardised score of 77 or below in a test of reading comprehension and / or vocabulary.Show need for extra time on Form 8. | Not allowed if reading is tested – up to 50% extra time allowed.ORM has to have had specific training. |
| 5.12Live speaker for pre-recorded examination components. |  | ✓ | Must consult a specialist teacher i.e. a qualified Teacher of the Deaf to identify the most appropriate arrangement for a candidate with a hearing loss. | Can open CD or tape or the transcript one hour before the examination. |
| 5.13Sign language interpreter |  | ✓ | ‘normal way of working’.  |  |
| Practical assistant | ✓ but will be rejected. |  |  | Apply to the awarding body. |
| 5.15Alternative accommodation away from the Centre | ✓ |  | Significant impairment or temporary illness or injury. | Open question packet one hour early. Conduct exam according to *ICE*.Take evidence of AA to the venue with the exam paper. |

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| **Arrangement** | **Apply using AAO** | **Not apply** | **Evidence needed** | **Other information** |
| 5.16Amplification equipment |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16Braillers |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16CCTV |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16Colour naming for colour blind |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16Coloured overlays |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16Low vision aid / magnifier |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16Optical Character reader scanner |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| 5.16Separate invigilation within the Centre |  | ✓ | Evidence of a substantial and long term impairment. ‘normal way of working’. |  |
| **Arrangements** | **Apply using AAO** | **Not apply** | **Evidence needed** | **Other information** |
| 5.17Exemptions | ✓ but select ‘other’ which will be rejected. |  | Evidence of inability to find an alternative means of assessment. | Apply to the awarding body. |
| 5.18Bilingual translation dictionary with up to 25% extra time. | ✓ |  | Candidates whose first language is not English, Irish or Welsh.‘normal way of working’. | Not in English / English language exams or Irish or Welsh exams.Not in some MFL exams. |
| Bilingual translation dictionary with no extra time. |  | ✓ |  |  |

All evidence to be kept for each candidate individually and to be available for the JCQ Inspector.