

# Reasonable Adjustments 2021

## For sitting in June 2021

1. Candidates who have a specific need which they feel could disadvantage them when sitting the Registration Assessment may request a 'reasonable adjustment' to the Registration Assessment conditions. The specific need may be temporary or permanent.
2. Requests for a reasonable adjustment should be made in writing to the Pre-registration Lead setting out:
  - the nature of the specific need;
  - how this specific need would affect the candidate's ability to sit the Registration Assessment and
  - what reasonable adjustment is requested and how it would support the candidate during the Registration Assessment.
3. Candidates should include evidence in support of their request for a reasonable adjustment. Such evidence must be from a doctor or other appropriately qualified person and should give details of how the specific need would affect the candidate during the Registration Assessment and how the reasonable adjustment requested would support the candidate during the Registration Assessment.
4. In the case of a specific learning need such as dyslexia, supporting evidence will normally be from an appropriate registered medical practitioner, a chartered educational psychologist or a specifically trained specialist teacher. Evidence must be dated on or after the applicant's 16th birthday, provided the evidence is still relevant. Such evidence should provide details justifying any request for additional time and should recommend the amount of additional time up to a maximum of 25% of the allocated time for the paper. This amount of time is designed to put the candidate on an equitable footing with other candidates taking into account the nature of the Registration Assessment.
5. Requests for reasonable adjustments should be made no later than **17:00 on Monday 19 April 2021**, for candidates intending to sit the 08 June 2021 assessment.
6. Candidates with a specific need who miss the deadlines outlined above should inform the Pre-registration Lead in writing as soon as possible, providing details of the reason for the late request and supporting evidence. Please note that lack

of awareness of the reasonable adjustments process and deadline will not be considered an adequate reason for a late request. The information and evidence outlined at paras 2 to 4 above should also be provided with the late request.

7. Requests for reasonable adjustments are considered by the Pre-registration Lead who may engage the services of specialist advisors when coming to a decision.
8. Requests for reasonable adjustments are not transferred from one sitting of the Registration Assessment to the next. Candidates are, therefore, required to submit a separate request with supporting evidence for each sitting for which a reasonable adjustment is requested, even if a candidate withdrew from a previous sitting.
9. Candidates whose request for a reasonable adjustment is not granted can appeal that decision to the Registrar. Such appeals must be made in writing to the Registrar no later than 7 days after the candidate is notified of the decision.