

Dear student and parent/carer,

Extenuating circumstances (special consideration)

The usual process of the college submitting special consideration applications to awarding organisations (exam boards) will not apply for qualifications due to be completed this summer.

As the range of evidence we will be using to determine teacher assessed grades (TAGs) is taken from assessments completed throughout the course, we will take into account any illness or other **significant** personal circumstances outside the student's control that has had a **significant effect** on their ability to show their normal level of attainment in any given assessment.

The [JCO guide to special consideration](#) outlines the following sorts of personal circumstances that will be taken into account. Some examples are given below:

- Significant temporary illness or trauma (mental or physical) at the time of assessment
- Subject to an unforeseen prolonged illness or other misfortune during the period when an extended assessment was being produced
- Witnessing a distressing event on the day of the assessment
- Recent traumatic experience such as death of a close friend or relative
- Accident at the time of assessment
- Bereavement at the time of assessment
- Anniversary of a bereavement of a close friend or immediate family member at the time of the assessment
- Life-threatening illness of a close friend or member of immediate family
- Extreme distress on the day of an assessment (but not exam stress)
- Very disruptive crisis/incident at or near the time of the assessment

This is not an exhaustive list and there may be individual circumstances which may be considered if they had a significant effect on the student's ability to show their normal level of attainment in any given assessment.

Please note:

- Special consideration **cannot be applied due to lost teaching and learning**. This will be addressed through the flexibility of the range of evidence that may be used to determine students' grades. Students will only be assessed on work that has been taught.
- Long-term conditions, disabilities, and special educational needs have already been taken into account in other ways, through reasonable adjustments, access arrangements and/or additional support. However, if there has been a flare up of a long-term condition or circumstances have exacerbated a pre-existing condition then this may be considered.

How do I make a request for special consideration?

Students or their parents/carers should email their pastoral mentor as soon as possible and certainly before the following deadlines:

- **Friday 30th April** for any historical circumstances
- **Friday 21st May** for any circumstance after 30th April.

The email should include a summary of the nature of the circumstances and the dates when the circumstances affected the student.

Please contact your pastoral mentor if you have any questions.

Yours sincerely

A handwritten signature in black ink that reads "S Ormson". The letter "S" is large and stylized, followed by "Ormson" in a cursive script.

Stuart Ormson

Assistant Principal - Student Support & Designated Safeguarding Lead