

Process for appointing an Access Arrangements Assessor

The appointment of an Access Arrangements Assessor ("the Assessor") at Highcliffe School ("the School") will be made by the Head of Centre in accordance with the JCQ regulations as set out in Access Arrangements and Reasonable Adjustments.

Any appointment will only be made subject to confirmation that the Assessor:

- Has successfully completed a postgraduate course at or equivalent to Level 7, including at least 100 hours relating to individual specialist assessment; and/or
- Is a specialist teacher assessor with a current SpLD Assessment Practising Certificate, as awarded by BDA, the Dyslexia Guild or Patoss and listed on the SASC website; and/or
- Is an appropriately qualified psychologist registered with the Health & Care Professions Council

A photocopy / scan of the relevant qualification will be kept with the pupils records available for inspection by the JCQ Inspectors. Wherever possible, the School shall seek to employ the Assessor directly. Suitable training will be made available to ensure the Assessor:

- Has a thorough understanding of the current edition of the JCQ document Access Arrangements and Reasonable Adjustments and the principles, procedures and accountabilities involved;
- Is familiar with the Equality Act 2010;
- Is qualified to teach within the School and make recommendations for secondary aged or adult learners who have learning difficulties or be a HCPC registered psychologist.

Dated January 2025