





Willowbank, Ladywell, Livingston EH54 6HW Tel: 01506 280700

Acting Headteacher: Mr H Shankland Depute Headteacher:: Mrs R Charters Depute Headteachr: Mr K Varty

Date: Sept 2024

Dear Parent/Carer

Alternative Assessment Arrangements

Some learners may need support when accessing an assessment or exam. Class teachers are asked to monitor the specific needs of learners who may need assessment arrangements for each subject and level. This is because each learner is different- even if a learner has the same additional support need or difficulty as their peer, they may not need the same type of support. We operate a "learner centered" approach.

We can only put assessment arrangements in place for final SQA exams when:

- · Your child has an identified additional support need.
- The arrangements requested by the class teacher are the learner's usual way of working in class.
- · We have gathered evidence to support the request.

Your child may not need the same arrangement in all subjects. For example, if your child has a condition that affects how they write, they may use a laptop to type answers in an assessment with lots of writing such as English. However, they may not need this in Practical Cookery, where there is a practical assessment and an exam that requires only short answers.

While your child is learning, their teacher will be considering the best arrangements that are possible and that will be suitable to meet their needs. The teacher will discuss these with your child. The ASN team will then finalise these arrangements with the learner.

You will be informed of these arrangements by letter. If your child is under the age of 16, you will also be asked to sign and agree to the school passing on some details about your child's additional support needs to the SQA.

Yours sincerely

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PTC Support







