

Change of procedure from Term 3 2016:
Disability provisions and adjustments for formal exams and assessments in Years 5-12

Dear Parents and Carers,

The approvals for Disability *Adjustments* (for students in Years 5-11) and Disability Provisions (for students in Year 12) have been confirmed for Term 3 2016, and the process for approving them on the basis of a diagnosed disability that impacts learning, has not changed since 2015. The LSE (Learning Support and Enrichment) Department has the main responsibility for notifying students, and administering and supervising all their provisions and adjustments during formal exam blocks throughout the year, as listed on the school calendar. These include the NAPLAN test week, Year 12 Trial exam block, Years 5-9 Exam block in Term 4, Year 10 Exam block, Year 11 Exam blocks, etc. LSE staff are currently emailing parents and carers, advising teachers, and meeting with students, to confirm the details of these approved provisions and adjustments on a regular basis.

In addition, teachers of students with disability adjustments in Years 5 to 9 are being kept updated so that they remain aware of their students' approved adjustments and these teachers will continue to be assisted by LSE staff to administer them in formal across-the-year exams and assessments.

Please be advised of one key change in relation **ONLY** to students with approved provisions or adjustments in Years 10, 11 and 12, and **ONLY** to these students' timed, written in-class assessment tasks. These students are asked to collect and complete a *Student Request Form – for Disability Provisions or Adjustments in Years 10-12*, upon receipt of their assessment task notifications in all subject areas, should they wish to access their provisions or adjustments for these assessment occasions. The new form is available at the office or via the school portal, and its purpose is to facilitate student requests to access their particular provisions or adjustments, for a particular assessment task. It also aims to assist their teachers and LSE staff to facilitate the planning, resources and rooming required for administering disability provisions and adjustments, as the various assessment tasks arise in each subject area throughout each semester.

Please note that the only students who can expect to receive disability provisions or adjustments for their whole-year exams and assessments are those whose documents have been processed through the LSE Department. If you would like to know more about disability provisions and adjustments at St Pius X, or if you believe your son may be eligible for provisions or adjustments on the basis of a diagnosed disability which may be impacting on his performance in exams or assessments, please contact Ms Joanne Raheb-Mol, Coordinator of Learning Support and Enrichment, via email at JRahebMol@stpiusx.nsw.edu.au for more information.

Attached is a copy of the Student Request Form, for the interest of families and students in Years 10-12