



# Special provisions for examination candidates

## SICKNESS/MISADVENTURE

**Sickness/misadventure – special consideration for ATAR course examination marks. Application **after** the examinations.**

### Who can apply for sickness/misadventure?

Candidates who believe their performance in the ATAR course examinations may have been affected by:

- a temporary sickness or non-permanent disability, or
- an unforeseen event beyond their control close to or during the ATAR course examinations.

The provisions do **not** cover:

- courses enrolled in as a private candidate
- loss of study time during the year
- alleged deficiencies in tuition
- misreading the examination timetable or instructions
- long-term illness or injury
- attendance at sporting, cultural or social events
- school assessment.

### How does a candidate apply?

Application forms are available from the end of Term 3 from examination centres, schools, School Curriculum and Standards Authority and website – [www.scsa.wa.edu.au/internet/Senior\\_Secondary/WACE\\_Examinations/Special\\_Provisions](http://www.scsa.wa.edu.au/internet/Senior_Secondary/WACE_Examinations/Special_Provisions).

Evidence of the sickness or misadventure is to be provided on the form by:

- the student
- a registered health professional (sickness claims)
- an independent witness (misadventure claims).

The student must submit the application to the Authority immediately after the examinations. Check the form for the closing date.

### What happens then?

After the ATAR course examination is over, a committee meets to consider all applications. The committee comprises representatives of:

- the medical profession
- government schools
- non-government schools
- School Curriculum and Standards Authority.

If an application is approved, an estimated examination mark, based on the candidate's school assessment in the course, will be calculated. The candidate will be awarded whichever is the higher of the estimated mark or the actual examination mark.

### How are applicants advised of the outcome?

A letter will be sent at the same time as the candidate's statement of results.

## SPECIAL EXAM ARRANGEMENTS

**Special examination arrangements – special arrangements for sitting the ATAR course examinations. Application **before** the examinations.**

### What are special examination arrangements?

Provisions made by the Authority that will assist candidates who have a permanent or temporary disability to demonstrate their knowledge, understanding and skills in the ATAR course examinations. Special arrangements are available for practical or written examinations.

Special examination arrangements are not:

- provided to students other than those sitting an ATAR course examination.
- given to provide some candidates with an advantage over other candidates.
- a solution for poor achievement in assessments.
- to be viewed in isolation from school assessment.

### What types of disabilities are considered?

- physical disability e.g. multiple sclerosis
- illness e.g. diabetes, chronic fatigue syndrome
- vision impairment
- hearing impairment
- fine motor disability
- specific learning disability
- psychological/neurological disability
- ADD/ADHD.

### What type of arrangements might be granted?

Arrangements that may be granted include:

- extra reading time
- extra working time
- non-working (rest) time
- specialised equipment e.g. desks, chairs, magnifying aids
- food and extra drink
- special instructions in writing
- use of a scribe
- use of a computer
- paper modification e.g. coloured, in braille, enlarged
- alternative format practical exam.

### Where do students who are granted special arrangements sit their examinations?

This depends on the disability and special arrangement granted. Wherever possible, the location will take into account the individual student's needs.

- Own school – usual exam room or separate room
- Tuart College/Canning College or other regional centres
- Home – physical/psychological
- Hospital – illness/neurological
- Central venue – use of a computer.



### Who grants these special examination arrangements?

The applications are assessed according to their disability category by suitably qualified panels. Arrangements are approved in line with policy determined by the Authority. It is the aim of the Authority to provide candidates with the examination conditions that will enable them to demonstrate their knowledge/understandings and skills fairly in the ATAR course examinations.

### What information is needed to grant special examination arrangements?

The granting of special examination arrangements is not automatic, but depends on the provision of medical and/or psychological evidence to justify the decision. Application forms are sent to schools in February. Application is made by the candidate's school by the due date (check form for details). Refer to the website [www.scsa.wa.edu.au/Senior\\_Secondary/WACE\\_Examinations/Special\\_Provisions](http://www.scsa.wa.edu.au/Senior_Secondary/WACE_Examinations/Special_Provisions) for information of the application process.

The application form requires statements in relation to special assessment arrangements which have been made in the school to cater for the student's disability and/or specific learning disability. These statements should be from the candidate's medical practitioner or psychologist and the school.

All applicants requesting additional working time, a scribe or a computer must also provide essay evidence completed to the Authority's requirements. Applicants with a reading disability must also provide results of the PAT-R Comprehension test, 4th edition.

### What is involved in school case management?

In the interests of equity for all students, schools are advised to initiate case management for students who have disabilities. The following principles might assist this process:

- early identification of students at educational risk
- involvement of parents, staff and other agencies
- appointment of a case manager
- development of a student profile, that includes:
  - o teacher judgement
  - o trial special arrangements
  - o student input
  - o input from other agencies e.g. medical
- implementing arrangements according to:
  - o the needs of the student
  - o Authority guidelines
- trialling, monitoring and reviewing arrangements for all aspects of a student's assessment
- providing a clear and concise report to the Authority (if applicable).

### What about psychometric assessment?

#### Is psychometric assessment needed?

It depends on the disability.

#### When is it required?

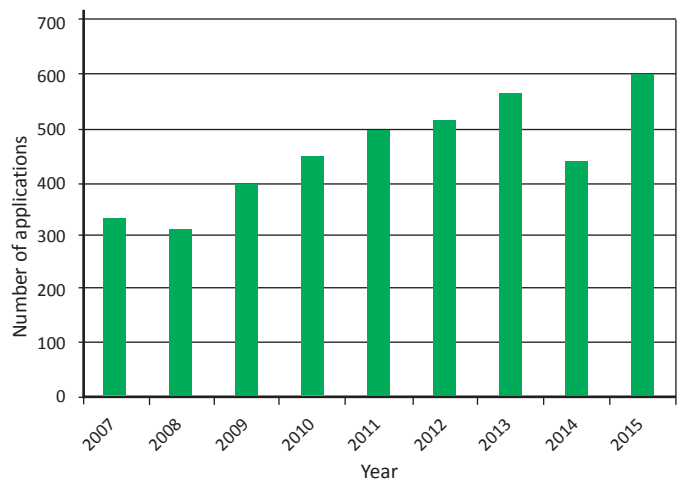
Assessment, analysis and a report are required for all applications for SLD.

#### Who can conduct this assessment?

Any registered psychologist. It can be done through the school or privately.

#### What assessments are acceptable?

Common assessments used include WISC IV, WAIS IV, academic skills tests. Refer to website for more details.



### What was the application profile in 2015?

| Category      | Male       | Female     | Total      | Approved   | Not approved | With-drawn | Total      |
|---------------|------------|------------|------------|------------|--------------|------------|------------|
| ADD/ADHD      | 15         | 15         | 30         | 28         | 1            | 1          | 30         |
| Fine Motor    | 37         | 21         | 58         | 55         | 0            | 3          | 58         |
| Hearing       | 5          | 10         | 15         | 15         | 0            | 0          | 15         |
| Illness       | 25         | 56         | 81         | 78         | 0            | 3          | 81         |
| Physical      | 27         | 43         | 70         | 62         | 3            | 5          | 70         |
| Psychological | 55         | 103        | 158        | 148        | 2            | 8          | 158        |
| SLD           | 88         | 80         | 168        | 138        | 25           | 5          | 168        |
| Vision        | 7          | 10         | 17         | 15         | 0            | 2          | 17         |
| <b>Total</b>  | <b>259</b> | <b>338</b> | <b>597</b> | <b>539</b> | <b>31</b>    | <b>27</b>  | <b>597</b> |

Special examination arrangement applications are due at the School Curriculum and Standards Authority by **17 May 2016**.

For injuries or illnesses diagnosed after this date, please contact the Authority.

#### Contact details

Carolyn Hackett  
Senior Consultant – Special Provisions  
Examination Logistics  
School Curriculum and Standards Authority  
303 Sevenoaks St, Cannington, Western Australia 6107  
PO Box 816, Cannington, Western Australia 6987  
Phone: 9273 6307  
Email: [carolyn.hackett@scsa.wa.edu.au](mailto:carolyn.hackett@scsa.wa.edu.au)  
Internet: [www.scsa.wa.edu.au](http://www.scsa.wa.edu.au)