

## **Awarding 2021: JCQ Special Consideration**

### **What is Special Consideration?**

Candidates will be eligible for special consideration if they have been fully prepared and have covered the whole course but performance in the examination, or in the production of coursework or non-examination assessment, is materially affected by adverse circumstances beyond their control. These include:

- temporary illness or accident/injury at the time of the assessment;
- bereavement at the time of the assessment (where whole groups are affected, normally only those most closely involved will be eligible);
- domestic crisis arising at the time of the assessment;
- serious disturbance during an examination, particularly where recorded material is being used;
- accidental events at the time of the assessment such as being given the wrong examination paper, being given a defective examination paper or CD, failure of practical equipment, failure of materials to arrive on time;
- participation in sporting events, training camps or other events at an international level at the time of the assessment, e.g. representing their country at an international level in chess or football;
- failure by the centre to implement previously approved access arrangements for that specific examination series.

### **Candidates will NOT be eligible for special consideration if preparation for, or performance in the examination is affected by:**

- long term illness or other difficulties during the course affecting revision time, unless the illness or circumstances manifest themselves at the time of the assessment;
- bereavement occurring more than six months before the assessment, unless an anniversary has been reached at the time of the assessment or there are on-going implications such as an inquest or court case;
- domestic inconvenience, such as moving house, lack of facilities, taking holidays (including school/exchange visits and field trips) at the time of the assessment;
- minor disturbance in the examination room caused by another candidate, such as momentary bad behaviour or a mobile phone ringing;
- the consequences of committing a crime, where formally charged or found guilty; (However, a retrospective application for special consideration may be considered where the charge is later dropped or the candidate is found not guilty.)
- the consequences of taking alcohol or recreational drugs;
- the consequences of disobeying the centre's internal regulations;
- the failure of the centre to prepare candidates properly for the examination for whatever reason;
- quality of teaching, staff shortages, building work or lack of facilities;
- misreading the timetable and/or failing to attend at the right time and in the right place; misreading the instructions of the question paper and answering the wrong questions;
- making personal arrangements such as a wedding or holiday arrangements which conflict with the examination timetable;
- submitting no coursework or non-examination assessment at all, unless coursework or non-examination assessment is scheduled for a restricted period of time, rather than during the course;
- missing all examinations and internally assessed components/units;

- failure to cover the course because of joining the class part way through;
- a disability or learning difficulties (diagnosed or undiagnosed) unless illness affects the candidate at the time of the assessment or where the disability exacerbates what would otherwise be a minor issue - (difficulties over and above those that previously approved access arrangements would have alleviated).

### **Awarding 2021: How will Special Consideration be applied?**

Special Consideration will normally be given by applying an allowance of additional marks to each component affected within a specification. The size of the allowance depends on the timing, nature and extent of the illness or misfortune. **The maximum allowance given will be 5% of the total raw marks available in the component concerned, including coursework/non-examination assessment.**

The decision made will be based on various factors which may vary from one subject to another. These may include:

- the severity of the circumstances;
- the date of the examination in relation to the circumstances; and
- the nature of the assessment, e.g. whether written papers are affected as opposed to coursework/non-examination assessment, or whether a Practical Test or a Speaking Test is involved.

Special Consideration cannot be applied in a cumulative fashion. For example, because of a recent trauma at the time of the examination and the candidate suffering from a viral illness. **Special consideration should only be applied for the most serious indisposition.**

Candidates or their parents/carers should, in the first instance, discuss the application of special consideration with the school or college concerned. Private candidates must liaise with the school or college which made entries on their behalf about an application for special consideration.

### **The Application Process in Edmund Rice College**

If you believe that Special Consideration should be awarded, please contact our Examinations Officer, Mr Morris, via email on [amorris579@c2kni.net](mailto:amorris579@c2kni.net) as soon as possible and no later than **Friday 30 April**.

Please include as much detail as possible, including relevant dates. This should include the date of a positive Covid-19 test if applicable and periods of isolation. If the circumstances are of a medical nature, please include the name of the medical professional with whom you have been in contact.

Once the details have been received, Special Consideration will be applied using the JCQ Special Consideration Tariff by the Examinations Team and the Head of Pastoral Care. The appropriate percentage tariff will be added to the raw mark achieved in the assessment before the UMS scale is applied. The tariff will be applied for each assessment undertaken.

If the evidence being used by a specific department includes assessment or controlled assessment tasks completed earlier in the course of study and you believe that your son/daughter's performance was adversely affected during the period of time when the assessment took place, a claim of Special Consideration should be made retrospectively.

## **Examples of JCQ Special Consideration Application Tariff**

The following are examples of circumstances which must apply at the time of the assessment.

**5% This is the maximum allowance**, reserved for the most exceptional cases, such as:

- terminal illness of the candidate;
- terminal illness of a parent/carer;
- death of a member of the immediate family within two months of the examination;
- very serious and disruptive crisis/incident at or near the time of the examination.

**4% Very serious problems such as:**

- life-threatening illness of candidate or member of immediate family;
- major surgery at or near the time of the examination;
- severe disease;
- very recent death of member of extended family;
- severe or permanent bodily injury occurring at the time of the examination;
- serious crisis/incident at the time of the examination.

NB 'Very recent' is defined as within one month of the examination(s) taking place.

**3% A more common category (more cases will fall into this category), including:**

- recent traumatic experience such as death of a close friend or distant relative;
- recent illness of a more serious nature;
- flare-up of a severe congenital/medical condition or a psychological condition;
- broken limbs;
- organ disease;
- physical assault trauma before an examination;
- recent crisis/incident;
- witnessing a distressing event on the day of the examination involved.

NB 'Recent' is defined as up to four months prior to the examination(s) taking place.

**2% The most common category of allowance - most cases will fall within this category:**

- illness at the time of the examination;
- broken limb on the mend;
- concussion;
- effects of pregnancy (not pregnancy per se);
- extreme distress on the day of an examination (not simply exam related stress);

**1% Reserved for more minor problems:**

- noise during examination which is more than momentary;
- illness of another candidate which leads to disruption in the examination room;
- stress or anxiety for which medication has been prescribed;
- hay fever on the day of an examination;
- minor upset arising from administrative problems.