



# Presentation College

## Carlow

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4<sup>th</sup> October 2018

Dear Parents / Guardians,

In accordance with Circular 14/2017 and other documentation from the National Council for Special Education (NCSE), every effort is made to ensure that we use, organise and deploy teaching resources to support students with special educational needs. This is done in the context of a revised model of allocating special education teaching resources which was introduced by the Department of Education and Skills in 2017.

Some students' needs require that testing is conducted in reading, spelling and writing in order to make applications to the State Examinations Commission (SEC) for Reasonable Accommodations (R.A.) in the State Examinations. Reasonable Accommodations in certified examinations refers to modifications in how a test is administered while not compromising the integrity of the examination system. Accommodations may include changes to presentation format, response format, test setting or test timing. In general terms, the provision aims to remove the impact of a disability so that candidates can demonstrate their full level of attainment, while not given any advantage. Examples of Reasonable Accommodations include the assistance of a reader, use of a tape recorder or word processor, access to a scribe, or additional time in the examinations.

Up-to-date evidence, including test scores as outlined above, of the student's special educational needs is required by the SEC in order to make application for R.A. In some cases, where a Reasonable Accommodation was provided to the student in the Junior Certificate examinations, it is a straight-forward process for the school to reactivate that accommodation for the Leaving Certificate. In some cases there may be some students in Sixth Year who require testing as outlined above, conducted here in the school, in order to make an application for Reasonable Accommodation.

The closing date for the State Examinations to receive R.A. application forms / reactivation forms from schools for students in Sixth Year is **26<sup>th</sup> October 2018**.

If you think that your son / daughter requires testing here in school in order to make application for R.A. please consult our school website, [www.presentationcollegearlow.com](http://www.presentationcollegearlow.com) and access the summary document on Reasonable Accommodation provided (click on the Parents Tab). The documents '*Reasonable Accommodations at the 2019 Certificate Examinations: Instructions for Schools*' and

Circular Letter M10/94 re Exemption from the Study of Irish are also available on our website.

If your son/daughter received R.A. in the Junior Certificate exams and you would like the application for R.A. in the Leaving Certificate exams reactivated, please inform us by email by **12<sup>th</sup> October 2018** to [info@presentationcollegearlow.com](mailto:info@presentationcollegearlow.com) and mark your email for the attention of Mr. Murray and Mr. McDermott. Similarly, if you have a strong reason for believing that your son/daughter needs to be tested and an application for R.A. submitted, where the student did not receive any R.A. in the Junior Certificate exams, please follow the same procedure outlined above and submit your email by 12<sup>th</sup> October 2018.

Please note that applications can only be made where students meet the criteria specified by the State Examinations Commission – please consult the documents mentioned on our website if you are unsure about the criteria. We are not in a position to test most students in Sixth Year – indeed it would not be necessary to do so - so we will need to consult teachers and the students' past academic attainment, performance and scores in order to help us determine if a student is within the range of marks that could provide grounds for making an application for Reasonable Accommodation.

Yours sincerely,

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Mr. R. Murray  
Principal