



HTS/SSN

May 2023

Dear Parent/Carer,

Special Consideration – collection of information Summer 2023

We want to give all students the opportunity to succeed in their public examinations. I have written to you previously outlining the purpose and extent of the Special Consideration process which JCQ operate for public examinations including GCSE, A Levels and BTECs.

Please read the special consideration table below. If you have experienced any of these circumstances, please tell us by emailing exams@nsb.northants.sch.uk State the circumstance you believe applies to you, giving dates where possible. Special consideration cannot be applied in a cumulative fashion; it should only be applied for the most serious indisposition.

The rules outlined by JCQ regarding Special Consideration can be found here: [JCQ A guide to the special consideration process](#)

5% (exceptional cases) • 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) • 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 (within 1 month) • severe or permanent bodily injury occurring at the time of the examination • serious crisis/incident at the time of the examination

3% (serious problems) • recent (within 4 months) traumatic experience such as death of a close friend or distant relative • recent (within 4 months) 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

2% (the most common category of allowance) • 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)

Headmaster Mr R Bernard ma

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Northampton School for Boys

An independent Academy for the Town and County



1% (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

COVID-19 related absences, isolation periods or testing are exempt from the Special Consideration process. It cannot be applied to diagnosed conditions or long-term illnesses for which Access Arrangements have been put in place.

We will record the information you send to us, treating it with discretion. Each application for Special Consideration will be processed using the online submission forms generated by the Awarding Bodies (AQA, Edexcel, OCR). The Awarding Bodies can and do ask for supporting documentation. We are never told the percentage awarded through the Special Consideration process, only if the submission has been successful or not.

It is always in your interests to apply for Special Consideration if you think you meet any of the qualifying criteria. A student can also apply on their own behalf, as can a teacher. If multiple applications are received, Special Consideration will only be applied once. The School does not decide if Special Consideration is appropriate or at what level it will be applied.

Please do not assume that we already know about your child's situation. It is better to be told more than once, or by multiple people, than not at all.

May I take this opportunity to wish you well for the rest of 2023.

Mrs H Topping Shaw
Assistant Headteacher - Examinations

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