

BRITISH CANOEING AWARDING BODY

APPLICATION FOR REASONABLE ADJUSTMENTS

This form refers to candidates who, despite having special assessment requirements caused by a range of impairments, are believed to have the potential to make competent coaches on qualifying. The British Canoeing Awarding Body is prepared to offer such candidates assistance with assessment (referred to as reasonable adjustments), although it will not authorise any adjustments which would undermine their ability to coach or which would otherwise affect the integrity of the award.

Delivery Centres should use this form to request assistance with assessment – or reasonable adjustments – for their candidates who have the following assessment requirements:

- a moderate hearing or visual impairment;
- a physical disability, such as that resulting in restricted mobility (provided it does not impede performance in the attributes that are the focus of assessment, such as candidates' coaching ability);
- dyslexia; or
- others not listed above, provided the affected candidates are believed to have the potential to make competent coaches.

Full details of reasonable adjustments can be found in British Canoeing Reasonable Adjustments Policy and Procedures, which must be referred to before this form is completed.

Delivery Centres should note that, while they are given discretion over allowing candidates additional time to complete their coaching session and/or written work and over physical access to, and unrestricted movement within, the coaching

facilities where assessment takes place, all other assistance must be determined by the awarding body itself.

An application for reasonable adjustments should be submitted to the awarding body at least one month before the planned date of assessment by the person accountable for the centre's quality assurance and management of qualifications. It should be accompanied by documentary evidence confirming the candidate's impairment or disability.

Delivery Centre name:		Date of application:
Candidate full name:	Candidate number:	
The qualification for which reasonable adjustments are being requested:	Planned assessment date:	
Details of the candidate's special assessment requirements (supporting documentary evidence should be attached to this form):		

Reasonable adjustments suggested to accommodate the candidate's special assessment requirements:

Contact details of the Delivery Centre's representative:

Name:	Signature:	Position:
Tel:	Email:	

Please return the completed form to the British Canoeing Awarding Body
Responsible Officer, National Water Sports Centre, Adbolton Lane, Holme
Pierrepont, Nottingham NG12 2LU - enquires@britishcanoeingawarding.org.uk

British Canoeing Awarding Body's response:

Name:	Signature:	Position:
Tel:	Email:	

This document refers to Conditions(s) within the Regulator's
Statement of Compliance requirements

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