

Access arrangements



We endeavour to ensure there are no unnecessary barriers to assessment, ensuring requirements and methods used are sufficiently flexible to enable the widest range of candidates to fairly and reliably demonstrate competence. Our access arrangements encompass the implementation of reasonable adjustments and application of special consideration to reduce substantial disadvantage caused due to candidates' disability or difficulty. In accordance with the [1st4sport Equity and Diversity Policy](#), we have a commitment to provide access for candidates with particular needs to prevent discrimination in the delivery of our qualifications and the assessment of candidates.

Reasonable adjustments

Reasonable adjustments are any actions/arrangements made prior to the assessment and/or delivery of a qualification to reduce the effect of a disability or difficulty that places a candidate at a substantial disadvantage. These arrangements are made with candidates and, in certain circumstances, with 1st4sport, for the assessment of candidates with a permanent, long-term or temporary disability, a learning difficulty, illness or indisposition.

Candidates' requests for reasonable adjustments are required to be identified and met, where possible. Therefore recognised centres must have a procedure in place (as outlined within our recognised centre requirements) to make an appropriate initial assessment of candidates prior to commencing the qualification. Recognised centres are then required to inform us of all requests for reasonable adjustments via the *Reasonable Adjustments Request Form* contained on Athena. The form should be created by an appropriate person within the recognised centre and completed accordingly. The form should be submitted to 1st4sport via *Athena* for review.

Special Consideration

Special consideration is the implementation of arrangements at the time of an assessment to allow competence to be demonstrated by candidates who have been disadvantaged or were unable to attend the assessment due to emotional/physical difficulties or adverse circumstances.

Candidates are required to request special consideration by sending a completed [Special Consideration Request form](#) (Word) electronically to gmt@1st4sportqualifications.com. Evidence supporting the request is required and should accompany the form.

To find out more about reasonable adjustments and special considerations, please read the [1st4sport Access Arrangements](#).

The links in the text above are PDF files and require [Adobe Reader](#).

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