

SPECIAL CONSIDERATION APPLICATION FORM

In accordance with our Data Protection Policy, the information provided will be used solely for the purpose that it is supplied for and will only be made available to appropriate UKAdance staff.

Special consideration is a post examination adjustment to the mark of an assessment for a candidate who was prepared for and present at an examination but who may have been disadvantaged by temporary adverse circumstances that arose prior to (in this context 'prior to' will normally extend back to the closing date for entry, but not before) or at the time of the examination.

Such circumstances could include a **temporary illness or injury**, or some other event outside of the candidate's control, which had, or was reasonably likely to have had, a material effect on that candidate's ability to take an assessment or demonstrate his or her level of attainment in an assessment.

Applications for Special Consideration from parents/guardians or candidates must be submitted through the teacher on the form below. Applications can be submitted from the closing date for entry and up to 5 working days following the examination. Where multiple candidates are affected, please complete one form and attach a list of candidates.

Applications should be supported by any relevant medical evidence.

For full details of the Reasonable Adjustments and Special Consideration Policy and Procedures click [here](#).

Teacher Name (First Name, Surname)		Candidate Name (First Name, Surname)	
Email		Candidate Pin (If Known)	
Grade or Examination		Subject of Examination	
Date of Examination			
Summarise the adverse circumstances affecting the examination and the degree to which you think the candidate has been affected			
Medical Evidence is attached (tick one box)		YES	NO
Date problem/condition arose (where appropriate)			
DECLARATION: I agree that the information provided is an accurate record and fully supports the application.			
NAME (please print) _____		POSITION (e.g. Principal, Teacher) _____	
DATE _____		SIGNATURE _____	

Completed forms should be sent preferably by email to russell@ukadance.co.uk or by post to:

UKAdance, Centenary House, 38-40 Station Road, Blackpool, Lancashire, FY4 1EU.