



# Inspire Education Trust

Together we achieve, individually we grow

## Equalities Policy (Exams) 2025-2026

Blue Coat CE Secondary School

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**Policy Date:** September 2025

**Review Date:** September 2026

Document History

Version	Status		Date	Author	Summary Changes
V1			September 2023	Kelly Jobson	Updated to Reflect JCQ changes 2023-2024
V2			September 2024	Kelly Jobson	Updated to reflect JCQ changes. Changes highlighted in yellow.
V3			September 2025	Kelly Jobson	No changes refined layout

## **1. Purpose**

This policy outlines our commitment to ensuring equality, fairness, and accessibility in the administration of examinations, in line with JCQ regulations and the Equality Act 2010.

## **2. Legal and Regulatory Framework**

This policy is informed by:

- The Equality Act 2010
- JCQ's Access Arrangements, Reasonable Adjustments and Special Consideration guidance
- JCQ's General Regulations for Approved Centres 2025–2026

## **3. Commitment to Equality**

Bluecoat School is committed to:

- Promoting equality of opportunity for all candidates.
- Preventing discrimination based on disability, race, gender, religion, sexual orientation, or other protected characteristics.
- Ensuring that all candidates can access assessments fairly and appropriately.

## **4. Access Arrangements**

We will:

- Identify candidates who may require access arrangements through early screening and consultation with the SENCo.
- Ensure that access arrangements reflect the candidate's normal way of working and are supported by appropriate evidence.
- Follow JCQ procedures for delegated and awarding body-approved arrangements.
- Maintain confidentiality and data protection in line with JCQ and legal requirements.

## **5. Reasonable Adjustments**

We will:

- Make reasonable adjustments for disabled candidates to reduce substantial disadvantage, without compromising the integrity of the assessment.
- Consider factors such as cost, practicality, and impact on assessment validity when determining adjustments.
- Ensure adjustments are tailored to individual needs and documented appropriately.

## **6. Special Consideration**

We will:

- Apply for special consideration where a candidate has been disadvantaged during an exam due to illness, injury, or other temporary circumstances.
- Follow JCQ protocols for submitting applications and maintaining records.

## **7. Staff Training Responsibilities**

The SENCo, access arrangements assessor, and Exams Officer will undertake regular CPD, including annual updates.

All staff involved in exams will be trained on equality principles and JCQ regulations. The Head of Centre is responsible for ensuring compliance and oversight.

#### **8. Monitoring and Review**

- This policy will be reviewed annually by a member of the senior leadership team.
- Feedback from candidates and staff will inform updates.
- Compliance will be monitored through internal audits and JCQ inspections.

Reviewed by:

Kelly Jobson

September 2025

Next Review Date:

September 2026

Approved by Directors:

1 December 2025

Signed:



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Lois Whitehouse  
CEO



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Nicky Aston  
Chair of Standards