

RECOMMENDED PROCEDURE FOR CANDIDATES WITH DYSLEXIA

Stage 1

Initial examination registration - This is where the candidates would bring their dyslexia to the notice of the FSEB as soon as possible and by no later than the closing date for entries.

Stage 2

Dyslexia report submission - This is where the candidate would have the extent of their dyslexia assessed and reported upon by an Educational Psychologist (or equivalent) as accredited by the British Psychological Society (BPS). The report should be no more than 2 years old.

Stage 3

Recommended reasonable adjustment - This is where the FSEB would notify the author of the candidate's dyslexia report about the details and nature of the examination process. The author of the report would be required to provide a supplementary report recommending what reasonable adjustments would be appropriate for the candidate within the examination process.

Stage 4

Lead Assessor and Secretary's endorsement - Where the agreed reasonable adjustment is something other than up to 25% of the examination time, this would require endorsement by the Lead Assessor and Secretary of the FSEB. Other 'reasonable adjustments' could include larger or simple clear type face on the examination paper, or printing of the examination paper on an acceptable colour.

Stage 5

Inform the candidate - This is where the Secretariat of the FSEB would inform the candidate about the reasonable adjustment they have received for the examination process. With regards to the written examinations, this would include appropriate liaison with the examination supervisor. In relation to the practical tests, this would include advising the Senior Examiner within the candidate's local examination board.