

**Access Arrangements for the  
Common Entrance Assessment (CEA):  
(GS 11 07 2)**

***Guidance for Parents of Children  
whose First Language is neither  
English nor Irish***

These guidance notes are for parents or guardians who have ticked the box on the Registration Form to indicate that their child's first language is neither English nor Irish and that he/she will have spent less than three academic years in the United Kingdom and/or Ireland before September 2011.

AQE Limited is committed to making reasonable adjustments before the CEA takes place to enable these candidates to sit the CEA.

AQE Limited has established an Access Panel which will consider applications with accompanying evidence from parents and will decide on access arrangements that may be appropriate. The decision of the Access Panel will be final. It is possible for parents to apply for more than one access arrangement.

It is the responsibility of parents or guardians to ensure that Form ACCL 11, which accompanies these guidance notes, is completed and sent to the AQE Limited Office, with appropriate evidence to support their application, on or before 23rd September 2011.

**Access Arrangements Available for Parents of children whose first language is neither English nor Irish:**

1. Extra time up to 25%.
2. The use of a bi-lingual translation dictionary. (An electronic dictionary is not allowed). If this access arrangement is approved, the candidate must bring his/her own dictionary with him/her on the date of each CEA paper and give it to the person supervising. The supervisors will return the dictionary to the candidate for use in understanding specific words and take it back after the dictionary has been consulted The name and

address of the owner of the dictionary may be written on it, but it should have no other additional marks or writing and should not contain any additional material. This will be checked by the supervisor.

### **Evidence that must be submitted with an application**

- Date of entry into UK and/or Ireland eg photocopy from passport
- Date of enrolment in primary school eg letter from primary principal

### **Additional Notes**

AQE Limited has adopted a policy similar to that expressed in the document, "Access Arrangements, Reasonable Adjustments and Special Consideration" published by the Joint Council for Qualifications with effect from 1/9/08-31/8/09 as that document applies to *General Qualifications*. The section of this document which sets out particular access arrangements, circumstances, and evidence is based on what is contained in Chapters 2 and 6 of the JCQ document, and reflects those chapters, but adapted for the CEA. AQE Limited acknowledges the ownership of JCQ in the copyright of those parts of the JCQ document adapted for this document.