

# Winchcombe School

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October 2019

## Allocation of Word Processors for Exam Access

Winchcombe School has a limited supply of exam ready laptops which are allocated to students on the following basis, where using a laptop is their normal way of working and appropriate to their needs:

- For students with sensory difficulties, such as poor eyesight, where using a laptop enables them to enlarge their answers
- For students with poor fine motor skills, but are able to use a keyboard efficiently
- For students with a medical condition or physical disability
- For students with a learning difficulty which has a substantial and long term adverse effect on their ability to write legibly
- For students whose handwriting is completely illegible

A word processor will not simply be granted to a candidate because he/she now wants to type rather than write in examinations or can work faster on a keyboard, or because he/she uses a laptop at home.

The SENDCo will make the decision to award the use of a word processor. We cannot allow the use of a word processor simply because parents and/or students ask for it.



Jonathan Templeton  
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