

# SPECIAL PROVISION

Special Provision is the term used by the Victorian Curriculum Assessment Authority to describe the procedures they undertake to ensure all students in any Year 12 subjects are able to perform to the best of their ability in the exam period and are not disadvantaged by a medical condition, learning disorder or other events beyond their control.

The three forms of Special Provision are:

## 1. Special Exam Arrangements

The criteria for students to submit an application are:

- Severe Health Impairment
- Significant Physical Disability
- Specific Learning Disorder
- Severe Language Disorder
- Hearing Impairment
- Vision Impairment

The types of Special Exam Arrangements are:

- Rest breaks – 10 minutes per hour
- Additional writing/reading time – 10 minutes per hour
- Alternative formats – enlarged print, electronic text and braille
- Permission to use technological aides such as a computer
- A separate room
- A reader, clarifier or scribe
- Permission to take medication into the room

Applications must be made through Anne Symes, Leading Teacher – Student Learning Support, be endorsed by the Principal and be supported by recent medical and specialist reports.

## 2. Derived Examination Scores

Students who have been adversely impacted by circumstances that have occurred within 14 days of their exam/s are eligible to apply for a Derived Examination Score. Students are advised to sit their exams and then submit an application. Students must contact Brooke Summers at the College prior to the exam.

## 3. Internal Special Provision

The VCAA recommends that schools mirror special arrangements at the school for all students studying at the Year 11 and 12 level. This is the practise followed by Mildura Senior College, where we use the same criteria and arrangements and require documentation. The relevant teachers are informed and students are identified on Compass as having Special Provision. Internal Special Provision can also be implemented if circumstances change during the year. Parents and/or students can apply through Anne Symes.

During the enrolment period at the end of the year, Jemma McConnell (Wellbeing Coordinator) and Anne Symes, will begin the application process, advise parents/carers of the required documentation and collect for both Internal Special Provision and for Special Exam Arrangements for the subsequent year. If you require further clarification, please contact Anne Symes at the College on 03 5021 2911 or email [symesa@milsen.vic.edu.au](mailto:symesa@milsen.vic.edu.au).