

Newcastle University

National Professional Qualifications

Accessibility Policy

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Rationale

Newcastle University complies with the Disability Act 2010 and is committed to ensuring that the needs of all participants completing an NPQ the National Institute of Teaching are met.

Reasonable Adjustment

Where a participant has a protected characteristic which will affect their ability to access their NPQ Assessment we will work with them and their Delivery Partner to ensure that appropriate and reasonable adjustments are made. This will include an arranged meeting, where desired, to discuss their specific needs and requirements.

The 8-day window is deemed sufficient to allow the majority of participants to make arrangements for assessment completion around their work and personal commitments and needs. We are not able to provide extensions, except in exceptional circumstances. For participants with additional needs, however, we are able to offer 24 hours extra to allow for information processing and proof reading.

All materials will meet accessibility standards.

Reasonable adjustments may include:

- *Providing assessment materials in an accessible format*
- *Providing an alternative method for submission of the completed assessment task*
- *Providing appropriate support in accessing the assessment materials*
- *Providing a meeting with the participant during the assessment window to ensure that they have understood the materials accurately: this will not include discussion of any aspect of their proposed answer.*