

communicate-ed



supporting special needs in education

The UK's largest Examination Access
Arrangements Training Provider

Online Training Catalogue

2019-2020

- All aspects of Access Arrangements
- Exams Invigilation
- Assessment
- Supporting Students with Special Needs

Cost codes

EB Early Bird rate for bookings received up to 2 weeks before your chosen course date.

SR Standard rate for bookings received within 2 weeks of your chosen course date.

Second or subsequent delegate discounts: Please note, due to the login requirements, if booking as a group using these discounts, it is only possible for one login at a time to be used to access the course. It is not possible for more than one delegate to access the course on different computers at the same time.

Examination Access Arrangements (General Qualifications) For New Delegates (EAA1) SASC APPROVED

Course Tutors: Caroline Read, Lia Castiglione

5 hours | EB £125/SR £135 (40/50% discount for 2nd/3rd delegate) Additional £10 for validated assessment of your knowledge of JCQ regulations and procedures

For everyone involved in Examination Access Arrangements including Specialist Teachers, SENCos, Inclusion Co-ordinators, Examination Officers and Educational Psychologists working at school and FE level. The course will incorporate changes for this year's JCQ regulations, including changes to the 'Access Arrangements Online' and Modified Papers systems.

Examination Access Arrangements Update/Refresher for this year's regulations (EAA2) SASC APPROVED

Course Tutors: Caroline Read, Lia Castiglione

3 hours | EB £79/SR £89 (Up to 5 delegates 10% discount, more than 5 delegates 20% discount) + £10 for validated assessment of your knowledge of JCQ regulations and procedures

Covering the current JCQ regulations with special reference to the changes for the current year, including updates to the 'Access Arrangements Online'. Please note: This is not a basic course and will assume a level of knowledge and experience. Delegates will be required to confirm that they have a good knowledge of the current JCQ regulations.

Access Arrangements for General Qualifications: Regulations, Assessment & Report Writing (AA RARW) SASC APPROVED

Course Tutors: Caroline Read, Sarah Beard

6 hours | EB £130/SR £140 (40/50% discount for 2nd/3rd delegate)

Designed to support assessors working in the area of Access Arrangements who need SASC approved CPD. It is presented in 3 sessions: Principles for Educational Testing (selecting reliable and appropriate tests, terminology and the ethics of assessment), JCQ Regulations and Documentation followed by Case Studies, giving an opportunity to put into practice what you have learned.

Assessing Students for the Disabled Student's Allowance: Tests, Interpretation & Report Writing (ASAS) SASC APPROVED

Course Tutor: Ros Lehany

5 hours | EB £125/SR £135 (40/50% discount for 2nd/3rd delegate; £400 for large groups)

For Specialist Assessors assessing students for the DSA, or anyone interested in knowing more about using the new SASC format for diagnostic assessment. (Approved by SASC for CPD when renewing Assessment Practising Certificates).

Extra Time in Exams - how to assess the need (EAAET)

Course Tutor: Caroline Read

2.5 hours | EB £70/SR £80 (40/50% discount for 2nd/3rd delegate) £120/£130 for EAA2 + EAAET

The Joint Council for Qualifications requires centres to apply for candidates needing extra time using the Access Arrangements Online System. Applications must be supported by appropriate evidence. This course will equip delegates to judge when extra time is appropriate and how much time should be given, and incorporates the changes to the current regulations. The course will cover issues concerning extra time for candidates with learning difficulties, physical disabilities, sensory impairments and other difficulties.

Selecting, Using and Interpreting Standardised Tests: Principles in Educational Testing (STPET)

SASC APPROVED

Course Tutors: Sarah Beard, Caroline Read, Sheena Bell

10 hours | EB £220/SR £230 (40/50% discount for 2nd/3rd delegate)

Covering key aspects for consideration when choosing standardised tests and the correct administration and interpretation of these tests. There will be the opportunity to consider in depth the following tests: WRIT, WRAT5, GORT5, DASH, CTOPP2, DRA and Access Reading Test. The following options can be substituted on request: AAB, ART2, BPVS2, Dyslexia Portfolio, WIAT III^{UK}T, Working Memory (TOMAL2 & WRAML2), TOWRE2, SDMT, YARC.



Training for unlimited numbers of staff from the same centre

The thorough and accurate training of all those involved in the examination process – Invigilators, Readers, Scribes – is extremely important. So too is the training of all teaching staff and assistants regarding strategies for providing appropriate support to students with various special needs in their classes. Our TRSI, TIE, EAAO and 'Supporting Students with...' courses provide schools with a simple, effective and dependable solution to these training requirements, in a way that should be affordable for all budgets. The training fee for these presentations allows any and all members of staff (teaching and non-teaching) from a single centre to view the course during the login period. There is no charge for additional delegates. Gather relevant staff together – and those who are unable to attend the session can view at a time of their choice within the same login period.

Training for Readers, Scribes, Invigilators and other Adult Helpers in Exams (TRSI)

Course Tutor: Caroline Read

1.25 hours | EB £70/SR £80

A short training course for Teaching Assistants and other adults supporting candidates as e.g. readers/scribes in exams for General Qualifications including invigilators. This course will explain the regulations and help staff to understand how their role in the classroom differs from their role in the exam. With a practical video of a reader/scribe at work with a candidate and updated for this year's regulations. (Update for experienced helpers also available from £10 each).

Training for Invigilators in Exams (TIE)

Course Tutors: Brian Rogers, Caroline Read

1.5 hours | EB £60/SR £70

Introduces the 'Instructions for Conducting Examinations' booklet. The JCQ regulations state: "... a training session must be held for invigilators... a record of training must be retained on file... the head of centre must ensure that such persons are fully trained and understand what is and isn't permissible..." (Update for experienced invigilators also available from £10 per person).

An Overview of Access Arrangements (EAAO)

Course Tutor: Caroline Read

40 minutes | EB £45/SR £55

During this 40 minute course, which is suitable for tutors, subject teachers, managers and support assistants, Caroline gives a brief overview of Access Arrangements for General Qualifications (GCSE, GCE, EL etc). She outlines the rationale, describes the arrangements which are available to students and explains the responsibility to implement arrangements in lessons.

Supporting students with special needs and disabilities

We offer a range of courses about supporting students with various special needs

4-6 hours | EB £110/SR £120

- Supporting Students with Asperger Syndrome (SSASP): Maggie Anderson
- Supporting Students with ADD and ADHD (SSADH): Ronnie Young
- Supporting Students with Behavioural Difficulties (SSBD): Ronnie Young
- Supporting Students with Dyslexia (SSD): Sarah Beard
- Supporting Students with Dyscalculia (SSDC): Sarah Beard
- Supporting Students with Dyspraxia (SSDP): Sarah Beard
- Supporting Students with a Hearing Impairment (SSH): Derek Heppenstall
- Supporting Students with a Visual Impairment (SSVI): Joanne Fallon

To find out more and register go to www.communicate-ed.org.uk/courses

Small Byte CPD (SBCPD) SASC APPROVED

Course Tutors: Various

Average length 60-90 minutes | 1 course £25
2 courses £40: 3 courses £55 4 courses £70
(40/50% discount for 2nd/3rd delegate)

A range of short courses about assessing for Access Arrangements and the administration and interpretation of a range of tests. More information at www.communicate-ed.org.uk/smallbytecpd

Courses covering the administration and interpretation of individual tests

- Academic Achievement Battery
- Adult Reading Test 2
- British Picture Vocabulary Scale 3
- Comprehensive Test of Phonological Processing 2
- Detailed Assessment of Speed of Handwriting
- Dyslexia Portfolio
- Diagnostic Reading Analysis 2
- Gray Oral Reading Test 5
- Symbol Digit Modalities Test
- Test of Word Reading Efficiency 2
- Wechsler Individual Achievement Test III^{UK}T
- Wide Range Achievement Test 4 and 5
- Wide Range Intelligence Test
- Working Memory (TOMAL 2, WRAML 2)
- York Assessment of Reading Comprehension



Accredited Courses

Postgraduate Award of Proficiency in Assessment for Access Arrangements (PAPAA Online) - in association with Include-ed

Course Tutor: Sarah Beard, Caroline Read, Abi James, Ally Howes

Approx 115-120 hours | £1,350

This course leads to a qualification that meets the JCQ criteria for an Access Arrangements Assessor. Please see www.communicate-ed.org.uk/papaa for more information. Also available as PAPAA Intensive (a mix of face to face and online training) and PAPAA Face to Face. See www.include-ed.org.uk for details and prices.

Award of Proficiency in Access Arrangement Coordination (APAAC) - in association with Include-ed

Course Tutor: Caroline Read, Sarah Beard

Approx. 30 hours | £395

This course will equip those responsible for coordinating the Access Arrangements process with the required knowledge of the JCQ regulations and the skills to organise and support candidates and colleagues.

Training for Oral Language Modifiers in Exams (OLM) - in association with CIEA

Course Tutors: Derek Heppenstall, Caroline Read

5 hours, plus approx. 2-3 hours reading and tasks
EB £180/SR £190

An OLM must have successfully completed accredited training. This course will explain the JCQ regulations and equip delegates to make modifications to the carrier language of exams without advantaging or disadvantaging the candidate.

To find out more and register go to
www.communicate-ed.org.uk/courses

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