

# Reasonable Adjustments at Swift.

Swift strive to ensure that all learners have an equal opportunity to access, learn and achieve their apprenticeship and to help develop their personal skills to succeed in life in Modern Britain. We are able to work with the Awarding Organisation's to apply for and adapt any assessment methods to meet an individual's needs.

It's important for us to know of anyone diagnosed (and have an Educational, Health Care Plan (EHCP), medical certificate or formal diagnosis letter), or have suspected disabilities or difficulties, during the interview, so we can request for any adjustments as early as possible, usually the awarding bodies record this information when you are registered on the apprenticeship/for functional skills and request that any adjustments are applied for at this point too.

*It's important to note that we are an equal opportunities provider and any disclosures made do not affect the decisions made at interview.*

## What Reasonable Adjustments are there?

- A reader and/or scribe for examinations.
- Coloured paper/pens or the use of overlays.
- Printed materials/use of ICT.
- Increased font sizes on assessments.
- Extra time for assessments and examinations.
- Assessments in Braille or a BSL interpreter.
- Changes to assessment methods for example; changing a written task to a recorded discussion with your tutor,



And many more!

If you would like to discuss anything, please speak to your intake consultant or your tutor. If you wish to speak in confidence to someone before speaking to either intake or your tutor, you can speak to Jayne our Learner Experience Manager (DDSL) email [JH@swiftci.co.uk](mailto:JH@swiftci.co.uk).