

Special Consideration

Did the **student** experience adverse circumstances at the time of the assessment?

Has the **teacher** checked the JCQ publication *A guide to the special consideration process* to consider the adverse circumstances a student might experience in a normal examination year?

No

Yes

The **teacher** should check the JCQ publication *A guide to the special consideration process* to consider the adverse circumstances a student might experience in a normal examination year.

If the **teacher** believes the student experienced adverse circumstances at the time of assessment, having checked the JCQ document and supported by the Head of Department or relevant senior leader, they should record this.

Is it possible for the **teacher** to select an alternative piece of student work where they were unaffected by adverse circumstances?

No

Yes

Where the **teacher** is unable to use an alternative piece of work, they may take the adverse circumstances into account at the assessment level (see FAQ [here](#))

For example, the student has consistently been a Grade 5 GCSE student but achieves a Grade 4 (or if not graded, the teacher notes lower attainment than usual) on a piece of work due to adverse circumstances. The teacher assigns an overall Grade 5 to the student, having applied a holistic judgement as they believe the student can legitimately be assigned a Grade 5 on the strength of their performance in other assessments. The teacher would record their rationale for assigning a Grade 5 and that the adverse circumstances for the student had been accounted for in assigning their grade. The teacher's judgements would be subject to the centre's internal quality assurance processes.

The **teacher** should use this alternative work as part of the range of evidence to assign the student an overall qualification grade. The teacher must record this, noting why the student has a different piece of evidence to the rest of the class. The student should be informed that an alternative piece of work will be used as part of their range of evidence to assign a grade.