

## Guidance for Supervised Rest Breaks

The SENCo is allowed to provide a supervised rest break to a candidate where it is their **normal way of working within the centre**.

The SENCo **must** be satisfied that the candidate has an impairment which has a substantial and long-term adverse effect, giving rise to persistent and significant difficulties (the candidate is disabled within the meaning of the Equality Act); and there is a genuine need for the arrangement.

Supervised rest breaks will be awarded on account of:

- cognition and learning needs;
- communication and interaction needs;
- a medical condition;
- sensory and physical needs;
- social, emotional and mental health needs.

In addition, the candidate's difficulties **must be established within the centre** and known to a Form Tutor, a Head of Year, the SENCo and/or a senior member of staff with pastoral responsibilities

Supervised rest breaks are a centre delegated access arrangement, this is to say they are granted by the college/SENCo in line with JCQ guidance.

For the College/SENCo to consider rest breaks, formal evidence will be required.

Candidates **cannot** be given as many supervised rest breaks as they like for as long as they like. A supervised rest break will not normally be required within the first or last 20 minutes of an examination.

The decision as to how rest breaks are applied is up to the college/SENCo, below is what we recommend for most candidates sitting an examination who have rest breaks as an access arrangement.

<1 hr *	1hr	up to 1hr30	up to 2 hr	up to 2hr30	up to 3hr
0	10m	15m	20m	25m	30m
0	1	2	2	3	3

Rest breaks may not normally be taken in exams lasting less than 1 hour.

In a 2-hour exam a student may take up to 2 rest breaks totalling 20 minutes, not 2 rest breaks of 20 minutes each.

Centres must seek medical advice in cases of serious illness on whether the candidate is fit to take the examination.

During the supervised rest break the candidate **must not** have access to the question paper/answer booklet. The purpose of a supervised rest break is for a break from the examination and **must not** be used as 'thinking time'. If the candidate needs to leave the examination room, an invigilator **must** accompany the candidate.