

Permissions Table

In the table below we list the most common Reasonable Adjustments that are asked of TLM.


Many adjustments are dependent on individual circumstances, the qualification itself and the particular knowledge, skills and/or knowledge being assessed.

The table therefore does not include every possible request and if the Centre feels unable to make a judgement about whether such an adjustment is needed and how it would be made, then they should raise the matter and talk it through with TLM.



Centres are required to keep detailed records of their decisions regarding Reasonable Adjustments. These records ensure that the process aligns with TLM's policies and provides transparency and accountability.

KEY: Centre - Reasonable Adjustment decision can be made independently by Centre

TLM permission - Reasonable Adjustment decision must be made by TLM - Centre needs to request this type of adjustment

Reasonable Adjustment Type	Assessment Model		
	Internally set and assessed	Externally set/ internally assessed	Externally set and assessed
Modified Assessment Materials¹			
Assessment material in enlarged format	Centre	Centre	TLM permission
Assessment material in	Centre	TLM permission	TLM permission

¹ These types of adjustments will need a greater period of notice to TLM.

Braille			
Assessment material in BSL	Centre	TLM permission	TLM permission
Assessment material on coloured paper	Centre	Centre	TLM permission
Assessment material in audio format	Centre	TLM permission	TLM permission
Language modified assessment material	Centre	TLM permission	TLM
Assessment Conditions			
			
Extra time²	Centre	TLM permission	TLM permission
Supervised rest breaks	Centre	TLM permission	TLM
Rooms and Venues			
			
Changes in organisation of the assessment room	Centre	Centre	TLM permission
Separate accommodation within the Centre	Centre	Centre	TLM permission
Taking the assessment at an alternative venue	Centre	Centre	TLM permission

² The amount of extra time allowed will vary according to length of examination.

Use of aids, assistive technology, and ICT



Use of coloured overlays and tinted spectacles	Centre	Centre	TLM permission
Use of assistive technology low vision aids, CCTV and OCR scanners	Centre	TLM permission	TLM permission
Responses using electronic recording devices	Centre	TLM permission	TLM permission
Use of ICT to present responses	Centre	TLM permission	TLM permission
Use of bilingual dictionaries and bilingual translation³	Centre	TLM permission	TLM permission

Use of Facilitator



Reader	Centre	TLM permission	TLM permission
Scribe	Centre	TLM permission	TLM permission
Sign Language Interpreter (BSL and SSE)	Centre	TLM permission	TLM permission
Prompter	Centre	TLM permission	TLM permission
Practical Assistant	Centre	TLM permission	TLM permission

³ This should be carefully considered to ensure that the validity of assessment outcomes is not compromised.



Transcriber	Centre	TLM permission	TLM permission