**Physical Needs and Application for Reasonable Adjustment**

**Note: this information is classified as sensitive data under GDPR regulations, and should therefore only be submitted to the BADC by email to** **exams@badc.org.uk** **who will then contact the Diversity Officer and confirmed examiner.
Please do not send this form to any other department**

**If you require any guidance on how to fill out this form, please contact the Diversity Officer**

|  |  |
| --- | --- |
| **TEACHER** | **CANDIDATE** |
| Forename |  | Forename |  |
| Surname |  | Surname |  |
| Email |  | TCR (if applicable) |  |
| Phone |  | Examiner |  |
| EXAM Level |  |
| Date of Exam |  |

**A** Please provide *as much information as possible* about the candidate’s needs, and how this may affect them in the examination *(use additional sheets if necessary)*:

**B** Please state any required changes to examination conditions (e.g. footwork, weapon) and the reasons for this:

I consent to the ISTD receiving and processing this data for the purposes of applying for reasonable adjustments for the examination, including communicating this information to the examiner.

**CANDIDATE/PARENT/CARER’S SIGNATURE**

**(do not write/type name)**

 **CANDIDATE/PARENT/CARER’S NAME** *(please print)*

Under the General Data Protection Regulations 2018, the information given is sensitive, personal data. It is provided to the BADC solely for the entry of the candidate for the examination specified above, in order for any reasonable adjustment to be made to the assessment conditions and for the examiner to be aware of any needs during the course of the examination. The data will be retained until the full examination process, including any time for appeals is complete and then securely destroyed

I consent to the BADC receiving and processing this data for the purposes of applying for reasonable adjustments for the examination, including communicating this information to the examiner.

**CANDIDATE/PARENT/PA SIGNATURE:**

**Date:

CANDIDATE/PARENT/PA NAME:**

**Date:**