

Anglo-Chinese School (Primary)



A Methodist Institution
(Founded 1886)



11 August 2010

Dear Parents/Guardian,

SUBMISSION OF REQUESTS FOR SPECIAL ARRANGEMENT/SPECIAL CONSIDERATION FOR SCHOOL EXAMINATIONS



Please note that candidates who had applied and received approval for the 2010 school examinations need not apply for the end-of-year school examinations.



1. Candidates with **learning difficulties** who wish to apply for special arrangements (e.g. extra-time) for the school examinations are required to submit their applications by **Monday, 30 August 2010**. All applications must be accompanied by a Psychological Report that:

- states clearly the specific learning difficulty, as diagnosed by qualified professionals*;
- is current, i.e. the evaluation of learning needs arising from the learning difficulty should be completed within three years prior to the date of the examinations;
- provides relevant information pertaining to medical, developmental and educational history;
- describes the comprehensive testing and techniques used to arrive at the diagnosis, including evaluation dates and test results with subtest scores from measures such as cognitive ability, academic achievement, and information processing;
- describes the functional limitations supported by the test results; and
- describes the specific special arrangements requested, and provides a rationale for the child's need for special arrangement.

*Note: Professionals qualified to make the evaluation include educational psychologists, child/clinical psychologists, psychiatrists, occupational therapists and speech and language therapists.



2. Candidates with **physical disabilities** who wish to apply for special arrangements for the school examinations are also required to submit their applications by **Monday, 30 August 2010**. All applications must be accompanied by: A medical report from qualified professionals (which include registered medical practitioners, Occupational therapists and speech and language therapists). The medical report must state the following:
 - when the disability was diagnosed;
 - how the disability may affect the candidate's performance during examination; and
 - the type of special arrangement(s) that is/are required by the candidate during examination.

Please note that a medical certificate (MC) from the doctor is not acceptable.



3. Please fill in the form attached and submit it at the General Office by **Monday, 30 August 2010**. Please attach your son's/ward's report if you have not submitted it to the school before.
4. Please note that this application for special arrangements/consideration is only for the school's internal examinations and does not apply to PSLE.

50 Barker Road Singapore 309918 . Tel: 6250 1633 . Fax: 6353 1366 . Website: <http://www.anglochineseprimary.net>

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5. This application will apply for the 2010 end-of-the-year examinations. If you have been granted special arrangement/ special consideration in the previous year, you will still need to apply for this year. Please adhere strictly to the closing date given. We will not process applications received after **Monday, 30 August 2010.**



6. You will be notified of the outcome of your application by **Monday, 13 September 2010.** If you do not hear from us, kindly contact Ms Jane Gao Shuqing (Allied Educator/ Learning & Behaviour), Mrs Lee Chi Loo (Subject Head/ Special Needs) or myself at 6250-1633.



Thank you and God Bless.

Yours faithfully,



Lim Chew Hiong, Richard
Principal



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Anglo Chinese School (Primary)
APPLICATION FOR SPECIAL ARRANGEMENTS
(FOR INTERNAL EXAMINATIONS)

To be completed by Parent/Guardian and submitted to the school office. Kindly attach the following documents – psychological / medical reports or any other relevant documents if you have not done so previously.

Part I: Pupil's Information

Year of Examination		
Pupil's Name		Class:
B/C No		
Please state pupil's <u>learning difficulties or medical condition</u> :		
<hr/>		
Latest Psychological/Medical report submitted to school?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are the reports more than 3 years old prior to the date of the exams?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Part II: Special Arrangement(s) Requested

Kindly tick the options required by the child/ward (with support from the reports).

- Enlarged question papers for all modes of exams
- Extra time for **all** subjects/papers for written exam
- Extra time for **particular** subjects/papers for written exams. Please state the subject(s) _____
- Extra time for silent reading for ORAL Exams

Others, please specify details of request(s):

Part III: Details of Parent/Guardian

Name of Parent/Guardian			
Relationship		Contact No:	
Signature/Date	Email Address:		
	<i>Please include your email address as the approval letter would be sent via email</i>		

Please return this application to the General Office no later than **Monday, 30 August 2010**. No special arrangements will be considered after this date.

Part IV: For Official Use

Checked by:	Approved	Not Approved	Remarks (if any):
Mrs Lee Chi Loo Subject Head – Special Needs	Mr Richard Lim Principal		
Date:	Date:		