

REASONABLE ADJUSTMENT

Fluid First Aid understands that not all learners are able to demonstrate competency in the same way, therefore, it may be necessary to adjust the assessment tasks for individual learners. This is called Reasonable Adjustment and it is the process of adjusting or changing the assessment to meet the needs of the learner being assessed.

Learners with any of the following could expect reasonable adjustment to occur and should speak to their trainers and assessors regarding any changes they feel they need:

- physical disabilities
- limited language
- limited literacy and numeracy skills
- limited communication skills
- limited learning strategies

The types of adjustments that are made must be within our capacity to provide them and include:

- Oral response to questions rather than written
- Allowing extra time for assessment
- Using a support person
- Enlarging reading material
- Braille translations
- Use of technology such as voice activated software screen reading, voice synthesisers
- Use of ramps, height adjustment desks

Learners who indicate they require extra support will be interviewed at enrolment to ensure any required adjustments are included in a learner Support Plan.

Evidence

The following will be retained as evidence of compliance with Standard Clause :

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Related Procedures

Privacy Procedure

Record Keeping Procedure

Supporting Documents

- Learner Handbook
- Trainers Handbook

Reasonable Adjustment

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on behalf of Fluid First Aid RTO 45508