

# **Dangerous Goods Safety Advisor (DGSA) Assessment Arrangements for disabled candidates and/ or those with additional support needs**

## **SQA's Duty**

For candidates who are disabled under the provisions of the Equality Act 2010, a **reasonable adjustment** might be required to compensate for a substantial disadvantage.

Reasonable adjustments can be made to the DGSA exam, to enable disabled candidates to demonstrate their knowledge, skills and understanding to the levels of attainment required by the DGSA syllabus and exam. However there is no duty on SQA to make any adjustment to the competences being tested in the DGSA exam as this qualification confers a licence to practice.

If you have a disability or an additional support need, you may need some kind of support when taking the DGSA exam. This might be because of a physical difficulty (including medical or sensory difficulty), a behavioural or mental health difficulty, or a learning difficulty. SQA can make reasonable adjustments to provide you with an equal opportunity to demonstrate what you know and can do. These adjustments are called assessment arrangements.

On passing the DGSA exam, you are issued with a Vocational Training Certificate (VTC), therefore any reasonable adjustments must reflect the normal working practices of an individual working as a Dangerous Goods Safety Advisor.

The following reasonable adjustments/ assessment arrangements may be considered in order to facilitate access, as long as they do not impact on the competence standards being tested, this list is not exhaustive:

- adaptation of the physical environment for access purposes
- using assistive technology
- extra time, e.g. assignment extensions
- use of a different assessment location

## **Applying for a Reasonable Adjustment/ Assessment arrangement in a DGSA Exam**

If you wish to apply for a reasonable adjustment/ assessment arrangement you must notify SQA at the time of enrolment but no later than 10 weeks before the exam date. There is a facility to do this on the DGSA candidate application form. SQA will then contact you to establish your individual needs. At that time you will be asked to provide proof of your disability/ additional support need in support of your request.

## **Evidence Required for Reasonable Adjustment/ Assessment Arrangements Requests in a DGSA Exam**

In support of a request, the candidate must provide SQA with a professional report that identifies their disability, for example an educational psychologist's report or a medical certificate. This report must be in the form of headed note paper, be signed and contain the details of the professional making the judgement. Emails will not be accepted.

**Further Information**

Should you wish to discuss a reasonable adjustment for the DGSA examinations, please contact the Dangerous Goods team at SQA:

Telephone: 0345 270 0123

Email: [dgsa@sqa.org.uk](mailto:dgsa@sqa.org.uk)

**Scottish Qualifications Authority**

DGSA Administration

The Optima Building

58 Robertson Street

Glasgow

G2 8DQ