

# Reasonable Adjustment Process

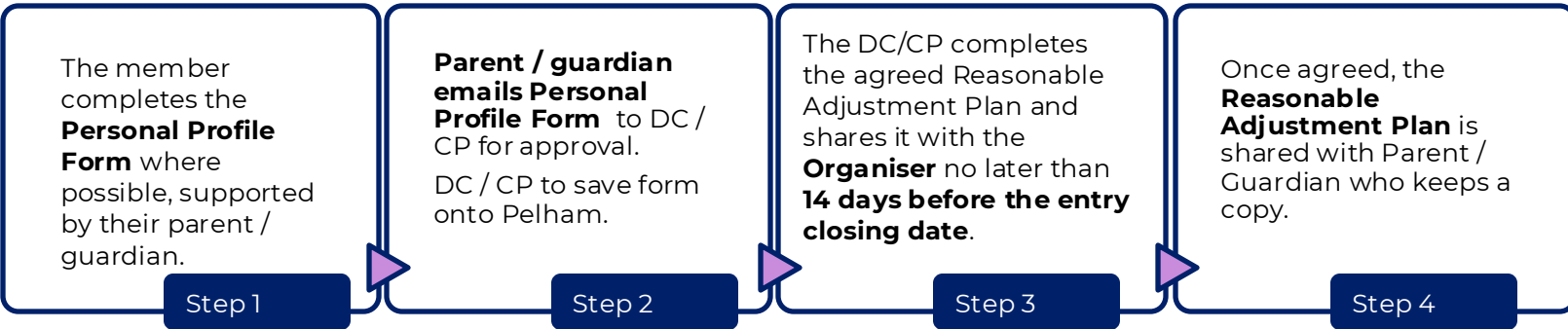


A Reasonable Adjustment is a change to an activity that helps reduce the impact of a physical or mental health condition, (including temporary conditions) ensuring the individual is not disadvantaged. In assessments or competitions, adjustments can be made to the process or method, but not the criteria, competence must still be demonstrated.

Please follow the process below, starting at least **28 days before the event**, and ensuring the completed request is submitted no later than **14 days before the entry closing date**.

**Acronym Key**  
DC – District Commissioner  
CP – Centre Proprietor  
AR – Area Representative

## Training / Tests (E to C) / Events organised by Centre / Branch



**Notes**

- The Parent / Guardian is responsible for submitting an updated Reasonable Adjustment Form for review every 12-months, or if needs change prior to 12-months.
- The Personal Profile Form and Reasonable Adjustment Plan templates can be found on the website.

## Regional / Area / National Competitions and Tests (C+ to A)

