

Accommodations in Unexpected or Emergency Situations

Unexpected or emergency situations that necessitate the use of a testing accommodation may occur just prior to or on the day of the state assessment. For example, a student may arrive at school without his or her prescribed eyeglasses and need a large-print test booklet, or a student may have a broken arm and need his or her responses transcribed onto the answer document. When considering how to meet a student's needs in these types of situations, student independence should be a priority. Testing coordinators should follow these steps when an unexpected or emergency situation arises just prior to or on the day of the state assessment.

STEP 1:

Consider test administration procedures and materials allowed for any student described in the *Allowable Test Administration Procedures and Materials* document on TEA's Accommodation Resources webpage. If the student's needs can be met by an allowable testing procedure or material, it should be made available to the student during testing. There is no need to contact TEA.

STEP 2:

If the student's needs cannot be met using an allowable test administration procedure or material or the student requires additional support, review the Accommodation Triangle to see if a Type 1 accommodation can meet the student's needs. Consideration should be given to accommodations that the student can independently use (e.g., for the student who does not have his/her prescribed eyeglasses, consider a projection device or a large-print test booklet prior to an oral administration by a test administrator). If the student's needs can be met by a Type 1 accommodation, it should be made available to the student during testing. There is no need to contact TEA.

STEP 3:

If the student's needs cannot be met with Step 1 or 2, review the Type 2 accommodations in the Accommodation Triangle. If a Type 2 accommodation will be needed, contact TEA's Accommodations Task Force for permission and additional instructions.

In unexpected and emergency situations, there is no expectation that the student would have routinely received the procedure, material, or accommodation during classroom instruction and classroom testing. However, it is recommended that the student (and test administrator, if applicable) be given the opportunity to practice using the accommodation prior to testing, if time permits.

After testing, if the student used a Type 1 or 2 accommodation, it should be recorded on the student's answer document or in the Texas Assessment Management System for online administrations. In addition, the situation should be taken into consideration when interpreting test results. Be aware that the allowance of a testing accommodation in an unexpected or emergency situation applies to the current test administration only and does not transfer to subsequent test administrations.

For additional questions about testing accommodations in unexpected or emergency situations, contact a member of TEA's Accommodations Task Force at (512) 463-9536.