

Education for Health

Support for Students with a Disability Policy

1. Policy Statement

Education for Health is committed to equality of opportunity. We aim to provide a learning environment that is free from unfair discrimination and to ensure that all students, staff and others associated with Education for Health are treated with dignity, respect and equity. We welcome applicants with varied experiences and different backgrounds and are committed to ensuring that no student with potential is deterred from applying. This includes students who have a longer-term condition that has an adverse effect upon their day-to-day lives (Office for Disability Issues, 2011).

We adopt a flexible, supportive approach and will work with you on an individual basis to help identify and address potential obstacles to study and assessment. We will make all reasonable adjustments to provide you with support and facilities to address obstacles and enhance your learning experience. This includes support if your circumstances change during your studies.

2. Background

We specialise in providing education in long term conditions for health professionals. Most of our modules are delivered through blended learning, combining online learning materials and face-to-face teaching at study days.

If you become a student on one of our modules, you can typically expect to study about 10-15 hours per week including time to complete assessments, and to attend a total of 1-2 study days led by an Education for Health trainer.

3. Roles and Responsibilities

Every student's needs are different. We will therefore support you on an individual basis, with sensitivity and appropriately based on your individual circumstances.

Our Disability Coordinator and Student Support Team provide advice and information and coordinate arrangements for students. To discuss your circumstances please contact Student Support on 01926 838969 or studentsupport@educationforhealth.org.

Please contact us **as early as possible about your circumstances** so that we are able to organise suitable support and any adjusted arrangements with you in good time. This includes letting us know as soon as possible **if your circumstances change**, such as if you develop a disability after you have begun your studies.

4. The Policy

4.1 Advice

We can offer you advice on:

- your choice of module(s) and/or programme of study
- study and assessment arrangements
- sources of support with coursework
- learning needs assessment.

4.2 Letting us know about your circumstances – including if these change

We are only able to offer support for circumstances that you tell us about, and we can only act on the information you provide. So we encourage you to fully declare your circumstances so that we can consider how best to support you.

We will treat any discussions regarding disability with sensitivity and confidentiality. Any information you provide will only be used to help us assist you in your studies and will not be made available to any other organisation without your prior consent. In order for us to consider evidence and put assessment adjustments in place, please note that we will need to record and share some information regarding disability with some members of staff and trainers. Further below is a flowchart that outlines our process for providing students with support.

We recognise that if you have a disability, there may be times when you feel you need further support. This may be, for example, for an acute episode or a serious worsening of your condition. If this happens:

- if you are undertaking a module or programme accredited by The Open University - you may wish to apply for Exceptional Circumstances. Please contact Student Support so that we can discuss this with you. Please note that we will normally only accept applications for Exceptional Circumstances that relate to a disability or longer-term condition if you have previously informed us about these circumstances.
 - Further information is provided in our Exceptional Circumstances policy, available as section 9.7 on our Policies and Procedures webpage:
<https://www.educationforhealth.org/education/student-support/regulations-policies/>
- if you are undertaking a module or programme accredited by The University of Hertfordshire (UH) – please refer to the guidelines on the UH website (www.herts.ac.uk).

4.3 Arrangements and timescales for module assessment

We may also be able to organise adjusted arrangements for module assessment. If you have a disability that affects your ability to perform reading and writing tasks, you will usually be provided with some additional time for assessments including coursework. Depending on individual circumstances, adjusted arrangements may also include notifying markers of information relevant to the submitted work.

In order for appropriate adjustments to be made, we will ask you to provide us with medical or other supportive evidence of your disability. We will use the information in the evidence to determine what arrangements to make, such as how much additional time could be provided. If you have a Specific Learning Difficulty (SpLD) such as dyslexia, we will ask you to provide a copy of a diagnostic assessment report from an educational psychologist or other appropriately qualified independent professional. This assessment will need to have been carried out when you were 16 years old or after. We can provide advice on how to organise this kind of assessment and have also listed some sources of further information below. Once we have received evidence we will organise any appropriate adjustments to assessment arrangements and will write to you to confirm this.

In order for us to be able to organise adjusted arrangements for assessment, we will normally need to receive your evidence **at least four weeks** before your coursework submission date. Please note that we cannot make retrospective arrangements for assessment, i.e. for deadlines that have already passed, unless you can show an exceptional, valid reason for not having declared your circumstances and provided evidence for them earlier.

4.4 The physical environment

We are working towards making our buildings more accessible. If you have impaired mobility, please be aware that not all the buildings we use for our training are fully accessible. If this is likely to affect you, please contact us at the earliest possible opportunity to discuss your circumstances.

4.5 Some sources of further information regarding disability

Disability Rights UK: www.disabilityrightsuk.org

Dyslexia Action: www.dyslexiaaction.org.uk

British Dyslexia Association: www.bdadyslexia.org.uk

4.6 Financial help

You may be eligible for a Disabled Students' Allowance (DSA). This is a public grant available to meet certain additional costs of higher education study arising from disability, a medical condition or a Specific Learning Difficulty. DSA is a complex area and we advise you to visit the government website for further information: <https://www.gov.uk/disabled-students-allowances-dsas>.

4.7 How and when to get help and advice

Please get in touch with us with us as soon as possible to discuss your circumstances and learning needs, preferably before you register for a module or programme or as soon as possible after a change in your circumstances. This will provide all of us with more time to consider what support would be most helpful and we will also have more time to make any necessary arrangements. Some services take time to arrange and we want to ensure we have enough notice to have arrangements in place for the start of your module or assessment whenever possible.

4.8 References

Office for Disability Issues (2011) *Equality Act 2010 Guidance* [online]. Available from: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/570382/Equality_Act_2010-disability_definition.pdf [Accessed 16 June 2017].

5. Policy History

Last updated: November 2017

Link to policies webpage added May 2018

6. Review Date

November 2018

Education for Health
How we provide support if you are a student with a disability

