

Disability Statement

The College is committed to responding flexibly and effectively to students with learning difficulties and disabilities whenever practicable. It recognises the importance of planning and evaluation to ensure that appropriate opportunities are provided. The College is committed to ensuring that access to mainstream courses is provided for students with learning difficulties and disabilities, provided adequate funding is available from the Learning and Skills Council, and the curriculum is adaptable to provide discrete programmes.

Staff contact

- The College welcomes the opportunity to discuss how those with additional needs can be helped. Contact Catherine Cole, Deputy Principal, in the first instance.
- Ann Horsley, Assistant Director of Personalised Learning, is responsible for assessing the needs of students with disabilities in discussion with students, parents, outside agencies and previous institutions

Admission arrangements

Students may be identified as having disabilities that require extra support at any time during the enrolment procedure. Students should make individual contact with Catherine Cole or Ann Horsley during Open Evenings or Information Evenings, at interview or during the induction process at the start of term. An individual interview will then be arranged with Ann Horsley to assess the level of support required.

In all cases, advice and information is sought where possible, from parents, schools and outside agencies.

If, following assessment, the College is unable to provide suitable facilities or support, the student will be referred to the Local Education Authority or the Learning and Skills Council who will offer alternative provision.

When early contact is made, students with disabilities are encouraged to sample courses by shadowing a student on the relevant course for some sessions prior to enrolment. Contact Ann Horsley to arrange shadowing.

Educational facilities and support

- Curriculum support in consultation with teachers and Curriculum Managers
- Equipment available and technological support: laptop computer conference facility, microphone for radio aid, other specialist aids purchased or hired as necessary

Staff expertise in teaching and supporting students with disabilities:

- Ann Horsley, Assistant Director of Personalised Learning (B.Ed LLB; Post Graduate Diploma in SpLD)
- Special Needs Assistant: Sheila Newey (BA Theology, Cert in SpLD)
- Special Needs Assistant: Catherine Alloway
- Study Support Curriculum Manager: Stephanie McGuinness (BSc Interdisciplinary Studies, PGCE)
- Literacy and Communication Tutor: Stephani Pistorius (BA English & Afrikaans, BEd, MA Language Practice)
- Upgrade: Michael Garrard (BA English, PGCE)
- IELTS: Roberta Malone
- Educational support may be enhanced by employing additional specialist staff where necessary.

Complaints and appeals procedures

Any student or parent who has a complaint should send a letter to the Principal. The Principal will always investigate complaints and will make an initial response within ten working days. (See section 10 – Feedback, in the College Charter). The College will provide sign-language interpreters at appeal meetings or interviews if requested

Examination arrangements

Special arrangements for sitting examinations are made through Stephanie McGuinness and the Registry:

- or based on existing medical or psychological reports
- or on College assessments in consultation with outside agencies

The College applies for concessions from Examining Boards and special arrangements are made for students with disabilities.

Other educational support - welfare and counselling arrangements

The College employs a qualified nurse. The College Nurse, Tracey Falzon, is to be found in the Pastoral Office on the first floor of the Student Centre.

Ann Horsley will arrange an initial careers guidance interview and make contact with the Specialist Careers Adviser for students with disabilities, who is based in Winchester Careers Office.

Physical accommodation and access

- There is clearly marked car parking space in front of the Main Building for those with a physical disability.
- The Resource Centre, IT Centre, Library and Servery are to be found on the ground floor of the Main Building.
- There is wheelchair access to the ground floor of all buildings.
- Toilet facilities for students with disabilities are available in the Main Building and Building 1
- The College will relocate classes, where possible, to accommodate students with disabilities.