

Guidance for students who have specific learning needs, a long-term health condition, and/or a disability.

Disclosure

We are aware that sharing details of a disability, long-term health condition or specific learning difference can be hard. However we need to know how to best assist you in your studies, and therefore we encourage you to identify your needs, and provide us with as much information as possible. In the first instance this information will be shown to our Disability Co-ordinator. If she feels it is necessary to facilitate your admission interview, the tutors conducting your interview will also be told of your specific needs. In the first instance please show that you have specific needs on your application form, so that we can provide reasonable adjustments for you.

It is important to let us know if you have any specific needs that impact on your learning and studying with us. For example, if you have mobility needs, require medical storage facilities, medical guidance and/or specialist support. Your application form requests this information, and it is helpful for us to know this in advance so that we can make any reasonable adjustments for you.

Evidence

If you have a **specific learning difference** (e.g. dyslexia or dyspraxia) you will need to provide a copy of your diagnostic assessment report. You will probably have this from a previous learning environment. If you think you may have a specific learning difference but have not been assessed we advise you to make contact with a [Specialist Teacher Assessor](#), or a [Chartered Psychologist](#) to undertake an assessment preferably before you begin studying with us. Unfortunately, The Minster Centre cannot offer advice or funding in regards to assessment.

If you have a long-term health condition or disability, please provide us with information about your specific needs, so that we can ensure that we can assist you with your studies at The Minster Centre. It would be helpful if you could provide us with a report from your doctor, consultant or another relevant professional.

If you develop a disability or health condition during your training with us, please contact Alyson Jaffe directly so that we can arrange to make reasonable adjustments for you.

You will find a list of useful contacts and resources further down on this page.

Disability Coordinator

Once you have submitted your application form and given us the information that we need about your requirements, such as a diagnostic report identifying your learning needs, a medical professional report about your long-term health condition or disability, this will be passed to Alyson Jaffe. Alyson is the Disability Co-ordinator, and a Deputy Director of Training, who will explore how we can support you in your studies. Alyson may need to speak to you on the phone or meet with you in person, so that your needs are individually assessed, and a plan put in place that will benefit both you, as a student, and what can be met by The Minster Centre, as a small training organisation. This is likely to be separate to the interview process for selection onto our courses.

Alyson will act as an Advisor to staff and students. In the first instance, she will be the person who deals with all issues related to disability, and relevant information will be then given to your tutors, Heads of Year, and administrative staff. This information will be in the form of a Learning and Study Agreement, between the student and The Minster Centre, which will be agreed with Alyson and passed onto the relevant staff.

List of Useful Contacts and Resources

Assistive Technology

Many students with specific learning differences such as dyslexia or dyspraxia find assistive technology software and smartphone/tablet applications (Apps) helpful to support them in their study. For example, text-to-speech software will read aloud any digital text such as a document, email or webpage using a synthesised voice which can be helpful for proof reading.

The Diversity and Ability (DnA) resources webpage: www.dnamatters.co.uk/resources/ detail a variety of free, low cost and commercial assistive software and smartphone/tablet Apps. Each item

includes overview information of how it can support study, a download link and a video or document user guide.

The Association of Dyslexia Specialists in Higher Education (ADSHE) – Find a specialist dyslexia or SpLD tutor - <http://adshe.org.uk/> email John.Conway@rau.ac.uk to request a tutor.

The Professional Association of Teachers with Students with Specific Learning Difficulties (PATOSS) – Diagnostic Assessor Index www.patoss-dyslexia.org/SupportAdvice/AboutTutorAssessorIndex/

The British Psychological Society – Directory of Chartered Psychologists for Educational Psychologist Assessments: www.bps.org.uk/bpslegacy/dcp

DSA: Disabled Students Allowance

Only students registered on the PgDip/MA programmes are eligible for this.

Further information and applications forms can be obtained from:

www.gov.uk/disabled-students-allowance-dsas/overview

<https://www.dnamatters.co.uk/resources/dsa/intro/>

Dyslexia Action Learning Fund

Web: www.dyslexiaaction.org.uk

The Dyslexia Action Learning Fund provides funds to pay for **specialist tuition at Dyslexia Action Centres** for those with specific learning and literacy difficulties. To find out more about it please contact your nearest centre

www.dyslexiaaction.org.uk/find-us.

They also provide assessment services, for which you will have to pay.

Educational Guidance Service

208 Rochdale Road
Greetland
Halifax
HX4 8JE

Website: www.egs.org.uk

The Educational Guidance Service offer assessment services.

Tel: 01422 372222

Snowdon Trust

Unit 18, Oakhurst Business Park, Southwater, West Sussex RH13 9RT

Tel: 01403 732 899

Email: info@snowdontrust.org

Web: www.snowdontrust.org

The scheme primarily helps physically disabled students and sensory impaired students in further or higher education or those training towards employment. Bursaries are made for one or two years and do not normally exceed £2,500. Awards are made for equipment, travel, sign language interpreters, note takers, special accommodation needs and other disability-related costs not met by statutory bodies. Applications are considered twice a year and closing dates are 31 May and 31 August.

Multiple Sclerosis Society

The Grants Team, MS National Centre, 372 Edgware Road,
Cricklewood, London NW2 6ND

Tel: 020 8438 0700 Fax: 020 8438 0701

Email: grants@mssociety.org.uk

Web: www.mssociety.org.uk

The MS Society can give grants for **people with MS** if there is no other official funding available. They can help with adaptations to

accommodation, wheelchairs and other specialised equipment. Grants are also available to aid the personal development of people providing care, which can include education grants. To find out more about financial assistance from the MS Society, contact your local branch or the grants team at the MS Society's national office in London.

Alyson Jaffe
18 May 2016.