



## Learning Support for students

The Learning Support team work to ensure that students have appropriate support to complete their course of study with equal opportunities because of a:

- Disability
- Mental health condition
- Long term condition
- Neurodiversity [e.g., Specific Learning Difficulties (SpLDs), Autism Spectrum Condition (ASC), Attention Deficit Hyperactivity Disorder (ADHD)]

This can include putting any reasonable adjustments in place such as access arrangements, Personal Emergency Evacuation Plan (PEEP), and referrals to our student support teams (e.g., Wellbeing and Mental Health Practitioner, Library, the ACE team).

### Reasonable Adjustments

Once you have provided evidence of a learning difficulty or a long-term health condition, we use that, and any additional information provided to put together a Summary of Adjustments (SOA).

We understand that mental health issues, long term medical illness or neurodiversity do not present themselves the same in each learner, so you will contribute to creating this Summary of Adjustments (SOA), alongside the Learning Support team members, so that it can be tailored to best support your unique needs.

### Support available

Following our meeting with you and dependent on the information provided, we are able to support students with their **exams** (e.g., 25% extra time, Supervised rest breaks), their **coursework and presentations** (e.g., Presentation to the lecturer only, extra time - up to two weeks), their **lectures/ seminars/ workshops** (e.g., handouts and booklists in advance, extra time immediately after group sessions to check understanding), **implementing access arrangements** (e.g., Personal Emergency Evacuation Plan (PEEP), attendance/ punctuality may be affected) and some **other adjustments** (e.g., support using learning/ library resources – guidance



through using RNIB Bookshare (audio books), wellbeing and mental health support).

Once the Summary of Adjustments (SOA) is created and signed by both the student and a Learning Support team member, it will be disseminated to the relevant teams so as each team will be aware of the adjustments, and they will be implemented.

### **Disabled Students' Allowance (DSA)**

Additionally, the Learning Support team can support students to apply for the Disabled Students' Allowance (DSA) and give guidance throughout the whole process. It can take up to 14 weeks to process an application from start to finish, so we encourage you to apply as soon as possible – it is highly recommended to apply once you have the unconditional offer). You can visit the DSA website for more information:

Help if you're a student with a learning difficulty, health problem or disability:  
Disabled Students' Allowance - GOV.UK ([www.gov.uk](http://www.gov.uk))

### **Contact the Learning Support Team**

You can reach out to the team either by phone on **0121 756 9578**, by email **[QAHE.LearningSupport@qa.com](mailto:QAHE.LearningSupport@qa.com)** or on campus. There is one Disability advisor in each of the campuses, and you can meet them in person on campus or the meeting can also take place via a phone call or a TEAMS video call.