

STUDENT DISABILITY POLICY 2024



HARTPURY

1. Overview

Hartpury encourages participation in its learning programmes by all sections of the community and the industries it serves. Hartpury will endeavour to ensure students with special educational needs and/or disabilities, including mental health, are able to follow a programme of study most suitable to their needs with appropriate support. This support will be monitored, reviewed and changed as necessary.

The Student Disability Policy complies with SEN Code of Practice 2015 and the Equality Act 2010. Hartpury's Equality and Diversity Policy also states our commitment to ensure that no student receives less favourable treatment on the grounds of any physical or other disability.

Hartpury will keep the policy and its implementation under review to ensure that appropriate support is given to students so they can achieve the learning goals, or re-negotiate other appropriate learning outcomes within the duration of their course

Hartpury is committed to responding to individual needs and will endeavour to ensure that all resources are accessible and available to all students throughout their learning journey.

At interview and on admission, students will be eligible to receive the commitment outlined in the Hartpury Student Charter (University Students) and Student Code of Conduct (College Students)

An assessment of any help and support needed which relates to special educational needs / disability will also be conducted. If appropriate, Hartpury will seek professional recommendations, reports or background evidence to establish the level of support required.

Within the resource constraints, Hartpury will make every effort to provide reasonable adjustments to the campus, educational environment, including teaching rooms / timetables and accommodation to ensure a student's needs are met.

2. Staff Contact Names

The first point of contact for queries about provision for students with learning difficulties and/or disabilities is Head of Learning Support (College Students) and HE Disability Services Manager (University Students). For Mental Health and Wellbeing support, students can also contact wellbeing@hartpury.ac.uk

3. Admission Arrangements

Initial enquiries about courses and applications are dealt with by the Admissions Team. Applicants who are aware they have specific needs are strongly recommended to disclose them at this stage so that appropriate arrangements can be considered.

Hartpury is committed, wherever reasonably possible, to meet the needs of all applicants in order that they can gain access and make progress on, the course(s) of their choice. Where this is not possible, outside assistance and funding may be sought to ensure any barriers to learning are minimised.

All applicants who have disclosed a learning difficulty, health condition or disability including, in certain circumstances, Mental Health will be contacted or worry their course/programme of study to ascertain where they may require additional support. During this process, assessment and discussion may take place to ensure that:

- The applicants' expectations are fully discussed, their needs understood and assessed
- The proposed learning programme with Hartpury is considered to be in the student's best interests
- Hartpury facilities and resources are sufficient or can be adapted to meet their needs

The Learning Agreement will contain clear statements specifying precisely what Hartpury is offering to the student and details of the commitment the student is making to the College / University. Any changes to the student's circumstances will automatically require a full review of the Learning Agreement. Applicants with additional needs that are identified part way through their course of study will be counselled and guided through an assessment process to establish how they can be supported through the remainder of their course.

4. Educational Facilities, Technology and Support

On entry to Hartpury, as part of the initial assessment process, all students with a learning difficulty or disability are appropriately assessed and recommended support is then agreed and provided. Where a student will benefit from the use of any additional assistive technology or equipment, where reasonable, Hartpury will aim to provide this or signpost the student to suitable funding routes to support this.

All members of staff are made aware of the needs of disabled students and specialist training is provided as appropriate.

5. Arrangements for Examinations/Assessment

Where exam access arrangements are requested, students will be referred and appropriately assessed and recommendations made to the relevant awarding body.

6. Wellbeing Advice/Counselling Services/Chaplaincy

Advice and support is available from staff in the Wellbeing Team, located in the Student Zone. Appointments can be made via email or students can attend 'drop-in sessions'. Arrangements can be made for students to obtain help or guidance from various outside agencies if they feel support is necessary.

All students are required to complete a medical information form which details information about allergies or health problems. This helps the relevant staff ensure urgent medical attention can be given or obtained. All such information is given in the strictest confidence and only divulged to relevant staff.

7. Fitness to Study and Reside

Hartpury is committed to supporting student wellbeing and recognises that a positive approach to the management of physical and mental health issues is critical to student learning, academic achievement and to the wider student experience.

Hartpury also recognises that there may be instances where a student's physical or mental health may give rise to concerns about the student's fitness to study or reside, for example the student's capacity to engage with their studies and/or to function more widely as a member of the Hartpury community. The Fitness to Study and Reside Policy aims to ensure that decisions about a student's ability to study and/or reside are made through a supportive process, after appropriate consultation and in the best interests of the student. This procedure is intended to be used where students are unable to succeed in spite of reasonable adjustments and support measures.

8. General Financial Support

Students may be entitled to support through available funds:

- Students are advised to refer to the Benefits Agency for any support available through the benefits system.
- Advice is also available through The Student Finance Office in relation to other sources of funding, e.g. Learner Loans.
- College students are currently entitled to free tuition if on a full-time further education programme and under 19 years of age on the 31st August of the academic year the course starts.

9. FE Financial Support

- The Education & Skills Funding Agency (ESFA) Education provides Additional Learning Support Funding to provide physical and learning support whilst students are on a Further Education Programme.
- Support funding is available to learners with learning difficulties or disabilities as set out in the Apprenticeships, Skills, Children and Learning Act 2009.
- Support is available for individuals who self-declare a learning difficulty / disability or for whom the provider has identified a learning need.
- The ESFA is responsible for funding provision and support costs for learners aged 19 to 24 who have an Education, Health and Care Plan (EHC) plan for their learning programme through the ESFA delivery contract.

10. HE Financial Support

Support funding is available to learners with learning difficulties or disabilities via the Disabled Students' Allowance (DSA). Support to access this funding is via the Achievement and Success Centre (ASC). Students are currently able to access a bursary to support with the cost of a Diagnostic Assessment for a Specific Learning Difficulty (Not Means Tested) and with support towards the contribution of a DSA Laptop (Means Tested).

11. Physical Accommodation and Access to Educational and Other Facilities

Hartpury has the facilities to ensure that most students gain access to the course of their choice. Where appropriate, Hartpury will carry out a risk assessment for individual students under the terms set out in our Health and Safety Policy. A risk assessment would include an inspection of the work and social areas of Hartpury to ensure accessibility for the particular disability.

Accessible toilets and showers are provided and are clearly marked on the campus map. Accessible accommodation can also be provided, but a prior visit may be necessary to ensure that Hartpury can fully meet the residential needs of the student. Adaptations or changes can be made subject to resource constraints.

Any questions regarding this should be directed to the Head of Learning Support (College Students) or Disabilities Services Manager (University Students)

12. Transport

Hartpury runs college coaches and mini buses services from a number of locations. Details of pick-up points are available from the Transport Office or the Zeelo app (Zeelo manage the routing of all student transport to & from Hartpury).

If you are concerned about access to Hartpury transport, you should, in the first instance, talk to the Transport Department who will be able to advise you on what may be done to assist you; this may include access to financial assistance.

13. Behaviour Management / Restorative Practice

College Students with Special Educational Needs (SEND) can request that an advocate from the Aspire Team (Learning Support) attend Restorative Outcome Meeting to provide appropriate support where required. This support can be requested at any level of the process by the student and the team administering any behaviour management meetings will also refer directly to Aspire when a student reaches Level 3 and above.

14. Arrangements for Handling Complaints

All students have access to the Hartpury's Complaints Policy and this can be found on the Hartpury website.

15. Equality, Diversity and Inclusion

As with all Hartpury policies and procedures, due care has been taken to ensure that this policy is appropriate to all members of staff and students regardless of their age, disability, ethnicity, gender, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sexual orientation and transgender status.

The policy will be applied fairly and consistently whilst upholding Hartpury's commitment to providing equality to all.

Hartpury is committed towards promoting positive mental health and aims to create a culture of support where staff and students can talk about mental health problems without the fear of stigma or discrimination.

Approval and Review Cycle

DATE LAST APPROVED	January 2021
POLICY OWNER	Head of Learning Support FE Head of Learning Support HE
APPROVING COMMITTEE	SMT/Executive
STATUS	Approved
EFFECTIVE FROM	January 2024
NEXT REVIEW DATE	July 2025
LOCATION OF POLICY	Website: Policies General (Student)