

UWE University Information for External Study Needs Assessors

| | |
|---|---|
| Accessing UWE's website | 2 |
| Accommodation | 2 |
| Alternative formats..... | 3 |
| Assistive technology and equipment at UWE | 3 |
| Course requirements | 3 |
| Exams, coursework and assessments | 3 |
| Funding, including Disabled Students' Allowances (DSAs) | 5 |
| IT | 5 |
| Medical services | 5 |
| Placements..... | 5 |
| Study skills and library services | 6 |
| Support Workers..... | 6 |
| Travel and Parking | 7 |
| UWE Bristol NMH Rates..... | 7 |

[Contents page hyperlinked for your convenience](#)

Accessing UWE's website

Click the [display options](#) link at the bottom of each web page to choose a display contrast setting that suits you best. The other accessibility features of UWE's web pages are described in the [accessibility](#) link that you will find at the bottom of every UWE web page.

Accommodation

The University has residential accommodation on Frenchay Campus which has been adapted for disabled students. All rooms within the student village are wheelchair accessible. Rooms with a visual fire alarm and socket for vibrating pad alarm are also available if the student has a hearing impairment.

If the student is insulin dependent they can be provided with a separate fridge in their university accommodation to keep their medication.

Additional adaptations may be made on an individual basis subject to resources. Disabled students who make UWE their first choice when applying for courses are given priority when allocating rooms.

There are thirty-nine places available at Frenchay Student Village. Students can be allocated a further bedroom space for a carer. However, they will be liable for the rent of the additional room. It is also possible to accommodate guide dogs. These arrangements must, where possible, be made at least three months before the beginning of term.

Disabled students allocated university accommodation in their first year may be able to stay in the same accommodation for the duration of their course. However, it is advisable to [contact Accommodation Services](#) to discuss this further.

To find out more information please visit the [accommodation](#) section of the UWE site.

Alternative formats

Library Services provide an [Alternative Formats](#) service for students who have difficulty reading printed or electronic books or journals.

Texts from their core reading list can be converted into: Audio (MP3); PDF; Word; DAISY book; large font reprint. A limited, unchecked Braille service is also available.

Assistive technology and equipment at UWE

The University has [assistive technology equipment and software](#) available in the campus libraries. There is also assistive software, including text to speech and mind mapping programs, in many faculty computer labs.

The following assistive programs are available on most student computers at UWE.

Windows:

ClaroRead text-to-speech software

Claro Capture, assists with collecting information

ScreenRuler, provides screen tinting and reduces tracking difficulties when reading

Mindview mind mapping software

Mac:

ClaroRead text-to-speech software

Claro Capture, assists with collecting information

Screen Ruler, provides screen tinting and reduces tracking difficulties when reading

Mindview mind mapping software

Course requirements

You can find details of UWE courses, including content, assessment arrangements, modules and placements, using the UWE [course finding utility](#).

Exams, coursework and assessments

[Reasonable adjustments to exams](#)

The majority of exam adjustments are now put in place automatically using Study Needs Assessment reports or diagnostic assessments. To organise additional adjustments students can book to discuss this with a disability adviser.

Reasonable adjustments to coursework and other assessments

This process is only considered when students are very near to completion, but due to a new circumstance or flare up of an existing disability or condition, a few extra days will help them to complete their work. Students should notify the Disability Service as soon as they realise they might have difficulty meeting a deadline (at least 24 hours notice) as we will need time to consider their request and consult with relevant academic staff.

A request for an adjustment to a coursework deadline can only normally be made under one of the following scenarios:

- For disabled students who are already accessing support and adjustments or who have good cause for not accessing support and adjustments:
where they are affected disproportionately, because of their disability, by other illnesses or events,

or

- Where there disability is fluctuating or episodic.

For other students:

- where they are a primary carer of a disabled person
- where they have a temporary disability or shorter but very severe illness with appropriate medical evidence, eg a broken arm which would affect their ability to finish their assignment.
- where they are pregnant or a parent with a baby under 6 months old

Please check with an [Information Point](#) for the University's latest position in relation to supporting students who experience bereavement.

Please note:

Longer changes to deadlines (over 2 weeks) are extremely rare and may be more appropriately dealt with via the University's [Extenuating Circumstances policy](#) or via an appointment with a [Student Support Adviser](#).

Funding, including Disabled Students' Allowances (DSAs)

Students on certain programmes or who are studying part-time may not be eligible for DSA, along with European Union and other international students.

Any support a student may need that is not study related (i.e. support they would need whether studying or not) will need to be provided from other sources. Our [Disabled Student Funding](#) page can give them more advice and information on disability benefits and allowances, including support towards the cost of diagnostic assessments and the £200 student contribution towards DSA equipment.

IT

Some software is available at no charge for all UWE students. More information can be found [here](#).

Medical services

All full time students are advised to [register with a local medical practice](#) while attending UWE. They may find it convenient to register with the [University Health Centre](#) on Frenchay campus.

Full details of all GP practices in the area can be found on the [NHS website](#).

Placements

Some courses at the University involve compulsory placements. If a student's does, this may mean they need specific arrangements or support whilst on a placement. They should first [contact the Disability Services](#) or [Placements team](#) to discuss their needs.

Students who have disclosed a disability, medical condition or mental health condition, who are on programmes with professional placements (such as BSc

(Hons) Nursing) may be invited to an Access Plan meeting to discuss their needs and any adjustments that could be made in relation to practice placements.

Study skills and library services

All UWE libraries offer a specific [service to disabled users](#). More information about this is available in the leaflet 'UWE Library Services for Disabled Users' available via the above link. This includes information on how to reserve and collect books, use specialist equipment (such as scanners and video magnifiers), photocopy, and convert material to [alternative formats](#).

The University also gives help or advice about developing effective study skills, more information can be found on the [Study Support](#) section. Included in this section are specific study skills tuition sessions and essay writing workshops, which are available to all students. If they experience difficulties with organisation, time management and structuring of work they may find this extra support particularly useful.

Support Workers

The UWE [Disability Support Worker Service](#) can help link students to different types of support workers including note takers, library support, BSL interpreters and general support.

UWE's [Dyslexia/SpLD Service](#) provides Specialist One to One Study Skills Support to students with Dyslexia or other specific learning difficulties.

[Specialist mentoring](#) at UWE can help with minimising the impact of a health condition on a student's studies and help find the right balance to enjoy their course. Areas for support could include time management, organisation, motivation and morale, goal setting, stress management, study skills and strategies, and communication skills.

More information on how to arrange support can be found on our [how to access support pages](#).

Travel and Parking

Parking - all UWE car parks have swipe card access. Most of the car parks at UWE have wide accessible bays for blue badge holders. Many of the car parks with designated accessible bays are located centrally and allow easy access to the main university buildings.

Blue badge holders should [contact Disability Service](#).

Accessible car parking can be arranged for students who are not blue badge holders, but who need to park closer to the university buildings for disability related reasons. Students who require accessible car parking should [contact Disability Service](#).

Students who live on campus, or within the [exclusions zone](#), are not normally allowed to bring a car to campus. Some circumstances will be considered as exceptions and this can be discussed with the Disability Service.

Bus travel - most buses that serve UWE campuses can lower their suspension. Special seating areas are available on many of the buses for passengers who are disabled, elderly or using a buggy. Wheelchair users have priority over everyone else for the use of the designated wheelchair space on the buses, since this is the only place in which they can travel safely. Special seating areas can get full at busy times of the day.

Further information about accessible car parking, and other travel and transport information can be found on the [transport section](#) of the UWE website.'

UWE Bristol NMH Rates

The [non-medical helper support rates](#) are useful for disability practitioners, particularly Study Needs Assessors who are compiling an Assessment of Needs report. It includes the current rates charged for supporting disabled students at UWE Bristol.