

Disability Policy

2023/24

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Risk Assessment (Please note here any identified risks of non-compliance with the policy)	<ul style="list-style-type: none">• Learners disadvantaged in accessing learning and assessment opportunities.• Learners not achieving their programmes.• Service not meeting the needs of all learners.



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1. Introduction

Adult learning policy is to adhere to the Council Values and Equality for all in Cumbria Policy.

Learners are asked to give full details of any disability at the time of enrolment. In assessing any learner, the Centre may take such advice and require such assessments as it regards appropriate. This might include:

- An up-to-date report, including a confidential statement from the learner's tutor.
- A specialist report, e.g., from a doctor or educational psychologist
- A report from the SENCo
- A Statement of Special Educational Needs
- Any other information/background material that will assist the centre.

The centre will be sensitive to any requests for confidentiality, subject to the need to involve the specialist staff of the service in an assessment of a learners needs.

2. Reasonable adjustments

Adult learning considers any disabilities and makes reasonable adjustments accordingly. All learners regardless of any disability of which we are aware of, reasonable adjustments not to put any disabled learner at a substantial disadvantage compared to any learner who is not disadvantaged because of their disability, will be applied for.

The following adjustments have been made or can reasonably be made:

- Provision of one-to-one support inside the classroom
- Provision of special educational materials such as computer programmes; "talking books" produced by learners; large print/Braille materials.
- Use of specialist equipment, e.g., transmitters for hearing-impaired learners.
- Use of 'coloured' paper and exercise books
- The relocation of certain courses.

2.1 Exams

- The Centre will take every available step to ensure that learners with a disability are afforded the best possible opportunities for the completion of their exams. Should the learner require any access arrangements this will be processed by the ALS coordinator and the Exams Officer as soon as they are made aware of the need. Reasonable adjustments may include:
 - Learners who suffer injury just before, or during, the exam period will be offered alternative venues should they be unable to access the exam hall. Rooms will be found on the ground floor and will be appropriately set out to comply with exam regulations.
 - Specialist equipment will be provided by the Centre should there be a need, for example, computer access.
 - Should the disability require the aid of a scribe or a reader, this will be provided by the Centre.
 - Allowance of extra time in any centre examination
 - Allowance for the use of laptop computers
 - Use of large print materials
 - Use of coloured overlays.

3. Premises

Adult learning uses different venues across the County and an assessment is done by the Centre Manager in the local area to ensure that they meet the needs of the learners, and that access is suitable for all abilities.

4. Resources

Adult learning will assist learners in obtaining extra resources needed through the funding of Statements of Special Educational Needs where this is appropriate.

5. Further sources of information:

5.1 Relevant legislation

- Equality Act 2010
- Education Act 2022
- Human Rights Act 2010

5.2 Relevant Council policies and guidance:

- Equality for all in Cumbria
- [Equality Objectives 2022 \(Cabinet Report\) \(PDF 231KB\)](#)