



University of  
Central Lancashire  
UCLan

# Student Disability Policy

Effective September 2022 - present

Student Regulations and Policies

[uclan.ac.uk/studentcontract](http://uclan.ac.uk/studentcontract)

<b>Purpose of Policy</b>	This policy applies to students with a disability. It explains the University's commitment and its legal obligations to those students. The University will not always be in a position to make adjustments that students request. It also provides detailed information about the process from disclosure of a disability to the implementation of reasonable adjustments.
<b>Internal services involved</b>	Student Services
<b>Related UCLan regulations, policies and procedures</b>	Admissions Policy & Applicant Complaints Procedure Regulations for the Conduct of Students Fitness to Practise Policy
<b>Enquiries to</b>	Student Wellbeing Services, 01772 893020 / <a href="mailto:wellbeing@uclan.ac.uk">wellbeing@uclan.ac.uk</a>
<b>Senior Managers responsible</b>	Director of Student Services
<b>VCG Lead</b>	Pro Vice Chancellor - Students and Teaching

<b>Version</b>	<b>Approved</b>	<b>Effective from</b>	<b>Revisions made</b>	<b>Next Review</b>
1	May 2020	September 2020		September 2024
2	May 2022	September 2022		September 2024

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# UNIVERSITY OF CENTRAL LANCASHIRE

## DISABILITY POLICY

### 1. Introduction

The University of Central Lancashire is committed to ensuring equality of opportunity for its students. The University aims to ensure that all students achieve their academic potential and that no student is unreasonably disadvantaged because of a disability when applying to and / or studying at the University.

This policy sets out the University's commitment to its disabled students and provides a framework to facilitate a supportive environment within which to study.

### 2. Scope

The University will:-

- Work to ensure its' environmental, social and institutional practices and attitudes are inclusive of students with disabilities and long-term health conditions.
- Not discriminate against disabled students by subjecting them to 'less favourable treatment', unjustified unfavourable treatment, victimisation or harassment.
- Work to support the effects of a disability, rather than focussing on the disability/condition itself.
- Will endeavour to be anticipatory in making reasonable adjustments and in taking proportionate steps to overcome barriers which potentially impede or disadvantage people with disabilities.
- Will encourage full disclosure of disability, as greater disclosure will help the University improve support for disabled students.

This policy applies to any disabled student who reasonably requires adjustments and support to assist with their studies regardless of whether they are a UK, EU or international student, or whether they are studying full time, part time or through distance learning.

Personal care needs of a student are not provided by the University or covered by this policy e.g. wheelchairs, carers etc.

### 3. The Legal Framework

In line with the Equality Act (2010), the University will take reasonable steps to ensure that disabled students are not placed at a disadvantage in applying for, or undertaking a course of study, in comparison with a person who is not disabled.

Disability is defined as "a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day- to-day activities." By way of guidance, a "substantial effect" should be interpreted as anything that is more than minor or trivial and a long-term effect is one that has lasted or is likely to last 12 months, or is likely to last for the rest of a person's life.

The Equality Act imposes a duty to make reasonable anticipatory adjustments for disabled students at the University. This includes:-

- Ensuring University services, regulation, policy and practices do not put a disabled student at a substantial disadvantage
- Ensuring physical features do not put a disabled student at a substantial disadvantage
- Providing appropriate equipment or technology that can help a disabled person access the University e.g. induction loops and assistive technology

The University's duty to make adjustments applies to the totality of the University's relationship with disabled applicants and students and extends not only to the provision of courses, but to any additional services.

#### **4. Admissions**

The University welcomes applications from persons who have a disability or long-term health condition. All applicants to the University are considered equally. Admission to a course is based on the academic judgement that the student can be reasonably expected to fulfil the competence standards and, where applicable, the professional body requirements of the course. A competence standard is defined as "an academic, medical or other standard applied for the purposes of determining whether or not a person has a particular level of competence or ability." Reasonable adjustments can be made to the way courses are taught and assessed, but not to the competence standards themselves. Where competence standards are inextricably linked to the methods of assessment, it is unlikely to be reasonable to make adjustments to those methods of assessment.

#### **5. Disclosure**

Applicants are strongly encouraged to disclose their disability to the University as early as possible in the application process, so that appropriate support arrangements can be put in place prior to starting the course; however, we welcome disclosure at any point in the course, recognising that health conditions may fluctuate and needs may change during a student's studies.

The University will usually require evidence of the disability from a relevant expert. Should the student fail to provide the University with the relevant information when requested the University may not be able to assess what adjustments are required or put those adjustments in place, and entry may be deferred.

#### **6. Confidentiality**

Applicants and students have the right to request that their disability is kept confidential. Where absolute or limited confidentiality has been requested, the University may not be able to make adjustments that would otherwise be reasonable, particularly in relation to disabilities that are hidden and complex or where the related needs are specific to the individual.

#### **7. Assessment of need**

Students will usually have a Study Needs Assessment, which will inform the requirements for reasonable adjustments. Applicants may also be invited to visit the University to discuss support requirements.

In circumstances where a disabled student has complex needs, the University may hold a University Disability Decision Panel (UDDP), to understand if the University environment is right for the student and appropriate reasonable adjustments can be made.

## **8. Reasonable adjustments**

Adjustments for an individual will be made on the basis of appropriate evidence of the effect of the disability and providing that:

- the adjustments are likely to significantly reduce or prevent the substantial disadvantage faced by a student with a disability while maintaining relevant standards
- the adjustments are affordable taking into account the University's resources and practicable
- the adjustments do not endanger the health and safety of the person with a disability or other people
- the adjustments do not substantially disadvantage other students or other people.

## **9. Funding**

The University can provide advice and information on the types of funding that may be available. UK students are encouraged to apply for Disabled Students' Allowance (DSA). Where funding, aids or services are available to disabled students from other sources, the University will not be obliged to pay for an adjustment.

DSA is not available to EU/International Students, or if a student is getting equivalent support from another funding source. However, the University will work in partnership with EU/International Students to agree reasonable adjustments specific to their individual case. EU and International students are encouraged to investigate funding which may be available to them from their home country and provide confirmation to the University of the outcome.

## **10. Accommodation**

The University has a number of specially adapted rooms on campus for disabled students. Extra consideration will be given if the student has a disability or medical condition that requires them to live on campus.

## **Appendix ONE**

### **Related UCLan policies and procedures**

#### **Mitigating Circumstances**

Some students face significant unplanned and unforeseen events in their personal life that occur after their course has started, which have a greater impact on their studies than can be solved by the use of an extension. This includes a sudden or unpredictable relapse in a previously diagnosed condition, but does not include examination stress or panic attacks (unless this is related to a disability, in which case specific exam arrangements can be put in place). More details of the Extenuating Circumstances process can be found at:-

<https://www.uclan.ac.uk/students/support/extensions.php>

#### **Interruption to Study**

Students with a disability or ill health condition may need to suspend temporarily or interrupt their study. A student may apply for an interruption to study if they feel this will be beneficial to them. The student's Course Leader can provide information as to the academic requirements of the course and possible dates for the return to study.

<https://www.uclan.ac.uk/interruption>

#### **Support to Study**

The Support to Study procedure can be used when a student is facing health or wellbeing issues that are preventing them from actively engaging in their course. The procedure is designed to be collaborative and supportive and aims to bring the student, appropriate teaching staff (usually the Course Leader) and specialist Student Services staff together to create a plan of action designed to keep the student on track. More details are available at:-

[https://www.uclan.ac.uk/study\\_here/student-contract-taught-programmes.php](https://www.uclan.ac.uk/study_here/student-contract-taught-programmes.php)

Other UCLan policies that might be relevant include:-

- Student Mental Health and Wellbeing
- Regulations for the Conduct of Students
- Fitness to Practice procedure
- Support to Study procedure
- Safeguarding Policy

[https://www.uclan.ac.uk/study\\_here/student-contract-taught-programmes.php](https://www.uclan.ac.uk/study_here/student-contract-taught-programmes.php)

#### **Related web resources**

- Student Support general student web pages -

[http://www.uclan.ac.uk/study\\_here/student\\_support.php](http://www.uclan.ac.uk/study_here/student_support.php)

- Counselling, Mental Health & Wellbeing -

<https://msuclanac.sharepoint.com/sites/StudentHub/SitePages/Mental-health-and-wellbeing.aspx>

- External support - this UCLan site, summarises all the external help available

<https://msuclanac.sharepoint.com/sites/StudentHub/SitePages/External-hel.aspx>

For information on entitlement to DSA please see <https://www.gov.uk/disabled-students-allowances-dsas/overview>