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| Date update provided:- | 27/05/16 |
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HEI / Disability / Accessibility Support Service Contact Details

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| <i>HEI/FEI/Other HE course provider</i> | Univeristy of Derby |
| <i>Contact Name ie Head of Service or Title</i> | Joanne Jones Student Wellbeing Service |
| <i>Postal Address</i> | Kedleston Road Derby DE22 1GB |
| <i>Telephone No. – Voice</i> | Derby Working hours 01332 593000 (3000) SWS Crisis Line, Derby 01332 594206 (4206) Buxton Working hours 01332 594414 (4414) |
| <i>Email(s) – if a general disability support service email address is available please be sure to give this</i> | Derby: studentwellbeingreception@derby.ac.uk Buxton: swsbuxton@derby.ac.uk |

Institutional provisions and resources

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| <i>Does the HEI have any means of supporting students in respect of the £200 student contribution to the DSA equipment package?</i> | There is no fund explicity for supporting students with the £200 contribution towards computer. Enrolled students in financial hardship can apply to the Discretionary Support Fund |
| <i>Are lecture capture systems available? Do students need to make arrangements to access the recordings?</i> | The university uses Panopto, lecture recordings are available on Blackboard for students to download |
| <i>How are students with temporary disabilities accommodated?</i> | Students with a temporary disabilities are assessed and supported as appropriate |

INSTITUTIONAL RESOURCES AND PROVISION TO SUPPORT STUDENTS WITH DISABILITIES

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| <i>Are any assistive technology resources available via the University Network? If so what is available?</i> | Mind Genuis Texthelp Zoom Text and Jaws on certain PCs in the Library across campuses |
| <i>Does the HEI have any assistive technology expertise? Is there someone students can contact for assistance?</i> | No |
| <i>Does HEI residential accommodation have internet access? Do students have to pay?</i> | All university residential accommodation has internet access as part of its offer |
| <i>Is the campus covered by wifi.</i> | Yes |
| <i>Does the library make any accommodations for students with disabilities/SpLDs? For example extended library loans?</i> | Extended book loan Book collection (depending on disability) Lift key (depending on disability) |
| <i>Do you have study areas on campus specifically for the use of students with disabilities/SpLDs? Is specialist AT available in these locations?</i> | <ul style="list-style-type: none"> • Mind Genuis and Texthelp on Library PCs and computer labs • Zoom Text and Jaws on certain PCs in the Library across campuses • Large Screen monitor - Library |
| <i>Are examination script labels available for students with disabilities to identify the scripts to markers? Please give as much detail as possible. Please make distinctions between coursework and examinations where appropriate.</i> | There is a system in place to identify that a student has a disability/SpLD |
| <i>What arrangements are in place for students in receipt of extended time in examinations?</i> | Depending on assessed need: <ul style="list-style-type: none"> • sit exam in a room with a small group of students • Use of PC • Use of assistive software such as Texthelp • Use of Scribe |
| <i>What is the 'standard' extended testing time value?</i> | 25% per hour |
| <i>What arrangements are in place for students with a 'low distraction' or a 'separate setting' testing environment?</i> | <ul style="list-style-type: none"> • Sit exam in another room with a small group of students |

INSTITUTIONAL RESOURCES AND PROVISION TO SUPPORT STUDENTS WITH DISABILITIES

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| | <ul style="list-style-type: none"> • Separate room if appropriate with invigilator • Rest breaks if required |
| <i>Does the HEI cover costs for support workers in examinations ie for readers and scribes...or is the DSA used to cover these?</i> | DSA is used if available. If not available the support is provided by the University |
| <i>Can students receive extensions to deadlines? Are these negotiated on an 'assignment by assignment' basis or granted 'carte blanche'?</i> | Students are assessed for extended deadlines through a Support Plan which lasts for the duration of their course |
| <i>Does the HEI have any 'in-house' means of providing course materials and course texts in electronic / alternative formats?</i> | Ebooks will be sought where available Course materials can be provided in alternate formats |
| <i>Do any other 'student services' have particular provisions for students with disabilities? For example is there a dedicated careers adviser, study abroad adviser, residential services/accommodation adviser, study skills adviser?</i> | <ul style="list-style-type: none"> • Study skills advisors • Halls Wellbeing Coordinator and Residential Assistants in each halls • Therapist for students with autism • Summer school for students with autism • Early induction programme for disabled students • Programme for students with SpLDs to support transition to HE and develop skills and strategies for success |
| <i>Any other specialist provisions?</i> | <ul style="list-style-type: none"> • Support to access sports provision • Support to access clubs and societies |

Procedures for interim support

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| <i>What procedure / provision is in place relating to 'interim' support – ie support to be made available to students in advance of funding body financed provision?</i> | <ul style="list-style-type: none"> • Laptop computer loan • Digital voice recorder loan |
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INSTITUTIONAL RESOURCES AND PROVISION TO SUPPORT STUDENTS WITH DISABILITIES

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In-house NMH Provision details – if available

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| <i>DSA-QAG Unique Identifier:-</i> | GZ7CN87VW0 |
| <i>Contact Details:-</i> | <p>University of Derby Student Wellbeing Kedleston Road Derby DE65 6WR Contact Name: Lynne Mitcheson Telephone: 01332- 593000 Email: L.Mitcheson@derby.ac.uk</p> |
| <i>For support types:-</i> | <p>Practical Support Assistant Library Support Assistant Reader Scribe Workshop / Laboratory Assistant Sighted Guide Proof Reader Study Assistant Examination Support Worker Manual Note Taker Communication Support Worker Electronic Note taker Specialist Transcription Services Mobility Trainer Specialist Mentor Specialist One to One Study Skills Support BSL Interpreter Language Support Tutor for deaf students</p> |

Other providers who have supported our students include:-

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| <i>Provider name 1:-</i> | Evermor Solutions Ltd |
| <i>DSA-QAG Unique Identifier:-</i> | T83NFDQLSB |
| <i>For support types:-</i> | Practical Support Assistant Library Support Assistant Reader Scribe Workshop / Laboratory Assistant Sighted Guide Proof Reader Study Assistant Examination Support Worker Manual Note Taker Specialist Transcription Services Specialist Mentor BSL Interpreter Language Support Tutor for deaf students |

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| <i>Provider name 2:-</i> | Cosmic People |
| <i>DSA-QAG Unique Identifier:-</i> | P484YVBD8M |
| <i>For support types:-</i> | Practical Support Assistant Library Support Assistant Reader Scribe Workshop / Laboratory Assistant Sighted Guide Proof Reader Study Assistant Examination Support Worker Manual Note Taker Specialist Transcription Services Specialist Mentor BSL Interpreter Language Support Tutor for deaf students |

INSTITUTIONAL RESOURCES AND PROVISION TO SUPPORT STUDENTS WITH DISABILITIES

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| <i>Provider name 3:-</i> | Diane Bowskill |
| <i>DSA-QAG Unique Identifier:-</i> | G3G0VN2GNH |
| <i>For support types:-</i> | Specialist One to One Study Skills Support |

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| <i>Provider name 4:-</i> | Jayne Iveson |
| <i>DSA-QAG Unique Identifier:-</i> | BNPQQNO9JF |
| <i>For support types:-</i> | Specialist One to One Study Skills Support |

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| <i>Provider name 5:-</i> | Karen Ellis |
| <i>DSA-QAG Unique Identifier:-</i> | FQVTT4Y3HT |
| <i>For support types:-</i> | Specialist One to One Study Skills Support |

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| <i>Provider name 6:-</i> | Karen Julie Dye |
| <i>DSA-QAG Unique Identifier:-</i> | 077169 |
| <i>For support types:-</i> | Specialist One to One Study Skills Support |