



## **Felpham Community College Disability Guidance**

The Governing Body of Felpham Community College adopted the Disability Guidance on 25 March 2019.

### **Statement of Intent:**

“A person has a disability if they have physical or mental impairment that has substantial or long term adverse effects on their ability to carry out every day activities.” (SENDA 2001).

At Felpham Community College we are committed to the provision of equal opportunities for all students, staff and parents.

The Disability Policy will cover the following elements:

- The promotion of equal opportunities for all people with disabilities.
- The elimination of discrimination that is unlawful.
- The elimination of harassment related to disability.
- The promotion of an ethos of positive attitudes.
- The encouragement of full participation for disabled students and adults in school.
- To take steps to meet the needs of disabled people, even if this requires a measure of positive discrimination.
- Scrutiny of the methods of assessment undertaken and the impact on people with disability.
- The steps required for the delivery and maintenance of this policy.
- An annual review mechanism.
- Complaints procedures to address complaints and concerns.

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The Leadership Team will be responsible for the provision of advice and guidance to students, staff, job applicants and recruitment/interviewing panels on the implementation of this policy.

### **Students with Disabilities:**

- All students wishing to attend Felpham Community College will be considered for a place regardless of disability.
- The college will respond, wherever possible, with reasonable adjustments to meet special requirements for students with disabilities. This will include provision

for examination arrangements, learning support to include the provision of appropriate materials, equipment and facilities.

- Our curriculum, tutor time, assemblies and work with the wider community, will be a means to encourage staff, students, parents and visitors to respond positively to the diversity and richness that persons with disabilities bring to our college community.
- The college will use its best endeavours to ensure that the environment for work and study does not limit persons with disabilities from playing a full and meaningful part in every aspect of college life.
- The college will implement and hold an up to date register of any student who legitimately declares they have a disability so that effective monitoring of academic and social progress may be made.
- The college will inform staff of individual students with disabilities to facilitate academic and social monitoring.

Any staff member requiring advice and support in relation to a student's disability, should seek assistance from Curriculum Support Centre or Year Leader of that student.

### **Staff with Disabilities:**

#### Recruitment

- The college will review and develop its recruitment procedures to encourage applicants with disabilities and ensure that no adverse discrimination takes place.
- Candidates with disabilities will have any additional needs met wherever possible and practicable if called for interview.
- All staff appointments will be made on the basis of qualifications, experience and skills of the applicant, regardless of disability.
- Wherever possible, the college will make such reasonable adjustments as are required to enable a successful candidate with a disability to take up the position.

#### Retention

- The college will support, where possible, any employee who suffers a disability whilst at work, so that they may continue their employment.
- Any reasonable adjustments to the working environment will be made.

#### Training and CPD

- Training and CPD opportunities will be available to all staff regardless of disabilities.
- Additional needs with regard to access, equipment and facilities will be made to ensure full participation is available. The working environment
- The college will make every effort to ensure that the environment for work does not prevent persons with disabilities from taking up or continuing in employment for which they are suitably qualified.

### **Disability Awareness:**

The college will ensure that awareness of disability is raised amongst all staff, students, parents and visitors. This is to ensure that:

- those involved in recruitment and selection are thoroughly acquainted with the policy and procedures.
- all managers and colleagues of any employee with a disability have a clear understanding of the specific requirements and adjustments necessary and make a positive response.

- any member of staff, student, parent, governor or visitor with a disability is able to seek assistance, if required, to support and enable them to fully participate.

**Monitoring:**

- Felpham Community College will develop and implement a central record on the SIMS system, of all people who wish to declare a disability, so that regular monitoring of the effectiveness of the policy may take place.
- The college will encourage the involvement of people with disabilities in the review, implementation and effectiveness of the policy.

**Links with External Agencies:**

- Liaison will be maintained with specialist advisory agencies and groups at local and national level.
- In order to ensure that people with disabilities gain the best possible support, the college will seek to consult with advisory groups so that we may make the best possible use of available resources.

**The Role of Middle Level Leaders:**

- Middle Level Leaders are responsible for the implementation of the policy with the staff for whom they are responsible. If they have a colleague or student with a disability in their company or subject area, their needs must be considered through discussion with that person, and advice and support sort where necessary.
- Middle Level Leaders should be made aware of their responsibilities and ensure that they are implemented. Advice support and training may be provided by the LA as appropriate.

**Parents with Disabilities:**

All reasonable steps will be taken to ensure that any information sent to or made available to parents will be published in a format that is accessible.

Every effort will be made to ensure that the environment does not prevent persons with disabilities from visiting Felpham Community College.