1.1 To support eligible students enrolled in an assessed course who have temporary or permanent impairments that affect their ability to learn or completed an assessment;

1.2 To carry out needs assessment;

1.3 To develop Learning Support Plans;

1.4 To advise students about other University such as Academic Skills Centre, Student Care, internships and Employment, Mentoring and the UC Health Centre;

1.5 To coordinate the provision of specialised services. EDS will work with other University services to ensure that accommodations are enabled, e.g. working with the, furniture and equipment providers;

1.6 To work with relevant departmental/school staff to provide advice and guidance to ensure that accommodations and supports recommended in the Learning Support Plan are understood and provided;

1.7 EDS has responsibility for training all reader/writers, note-takers and other support staff;

1.8 EDS is responsible for organising and funding high cost and specialist accommodations. This includes access to specialised equipment and technology (such as screen reading software) and specialist services such as Braille, sign language interpreting and reader/writers for tests and examinations;

1.9 Students have the option to disclose to ED

UCPL-4-94

Teaching staff can contact the education department specialist in inclusive teaching practice for advice on support and alternative teaching arrangements.

The Department/School will discuss any issues regarding the compatibility of the course requirements and the student's disability with EDS.

Department/Schools are to assist EDS in identifying students with the appropriate subject knowledge and skills to fulfil support positions e.g., note-taking, reader/writers and test supervisors.

b) To Staff

The University *Equal Employment Opportunity Policy (PDF, 257KB)*, sets out the University specific commitments towards staff members with disabilities.

Support information for staff members can be found in the *HR Toolkit (University Human Resources intranet) (Staff only)*, the *Health and Safety Toolkit (University Health and Safety intranet) (Staff only)* and from the *UC Human Resource advisors (University About UC website)* directly.

3. Responsibilities of Students

Registration with EDS

To use the services EDS provides a Student will need to be registered with EDS and have a current Learning Support Plan.

To register with EDS the student must provide EDS with:

a) Up-to-date relevant medical evidence regarding the current status of their medical condition.

b) for students with specific learning difficulties (SLD's), provide reports, completed by an Educational Psychologist or a Level C Assessor that are less than 4 years old, where learning difficulties are present.

The purpose of disclosure is not to exclude students from opportunities for the purposes of identifying and implementing appropriate education-related adjustments but enable access to a safe environment with appropriate adjustments.

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the student's impairment is such that it is difficult or impossible for the student to do so unaided.

Reasonable Accommodation – the disabling nature of a student's impairment is taken into account, and appropriate adjustments are made to aspects of the teaching and learning context, whenever it is necessary, possible and reasonable to do so. Reasonable accommodations should not compromise academic standards, the essential nature of a course, nor what are deemed to be essential skills or knowledge in relation to a course.

Staff or staff member – person/s engaged for paid employment with the University by way of an employment agreement.

University community – for the purposes of this policy, "University community" is defined as the set of all current student and staff members.

He kōrero anō | Related Documents and Information

Whakaturetanga | Legislation

Education Act 1989 (New Zealand Legislation website)

Human Rights Act 1993 (New Zealand Legislation website)

UC Regulations

Special Consideration Regulations (PDF, 44KB) (University Regulations website)

Te Pūtaka Kaupapa Here | UC Policy Library

Academic Appeals and Grievances Principles and Procedures (PDF, 396KB)

Assessment Policy, Principles and Guidelines (PDF, 267KB)

Equal Employment Opportunity Policy (PDF, 203KB)

Equity and Diversity Policy (PDF, 224KB)

Special Consideration Procedures and Guidelines (PDF, 215 KB)

Te Pae Tukutuku me te Ipurangiroto o UC | UC Website and Intranet

EDS (University Equity and Disability Service website)

HR Toolkit (University Human Resources Intranet) (Staff only)

Health and Safety Tool Kit (University Health and Safety Toolkit) (Staff only)

Prepare for Safe Field Activity (Health &Safety intranet) (Staff Only)

Support Student with a Disability (Health & Safety intranet) (Staff Only)

Enrol at UC (University Enrol website)

M waho | External

[Achieve (Achieve website)](#)

[BRANZ (BRANZ website)](#)

[Building Code Hub: MBIE (Ministry of Business, Innovation and Employment)](#)

[Human Rights Commission (New Zealand Human Rights Commission website)](#)

[Kia Orite Achieving Equity: New Zealand Code of Practice for an Inclusive Tertiary](#)