

## Learner Information Sheet

### **Additional Learning Support (ALS) for learners with learning difficulties, physical disabilities or medical conditions**

At Northumberland College, we welcome applications from people who have learning, physical, mental health or sensory difficulties. We are committed to supporting all learners to achieve their learning goals and to developing our people, services and facilities to meet this commitment.

This leaflet provides information about the support we offer learners with learning difficulties, physical disabilities or medical conditions, to ensure that the College is a safe environment and that the learning experience is a positive one.

Individual needs differ and the College is committed to responding to individual learner requests wherever possible. We encourage you to inform us as soon as possible about any specific needs you have. We encourage you to ask about specific support you need, so we can support you in the most appropriate way.

#### **The type of support we may be able to offer includes:**

- An initial assessment of needs
- If you require a specialist assessment we will endeavour to liaise with other professionals as appropriate e.g. occupational therapists, physiotherapists, speech therapists
- One to one or group support from a Learning Support Assistant (LSA) within the classroom or workshop/ salon etc
- Note-takers
- Specialist and technical equipment e.g. height adjustable desks, adapted keyboard and mouse, assistive software
- We can liaise with tutors to ensure they are aware of your requirements in terms of course delivery
- Ensuring handouts, lecture notes, course materials are adapted, if appropriate
- Directed study in the Learning Resource Centre
- Support with applying for examination access arrangements i.e. extra time, a reader, scribe, use of assistive technology in line with 'preferred way of working'
- Support outside the classroom e.g. to escort around campus
- Assistance with personal care, including provision of hoist/stand aid, patient turner, changing table
- Assistance to take rest/comfort breaks
- Secure storage for essential medical items/equipment

# Additional Learning Support at Northumberland College



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### How do you let us know you have support needs?

- You can tick the relevant box on the College application form or enrolment form, giving details of your specific needs
- You or a nominated person can make enquiries on your behalf

### What happens next?

- Once you have been referred for support a member of the ALS Team will meet you at your course interview, or make alternative arrangements, to assess your support needs with you
- The initial assessment will determine whether ALS is required and appropriate. If the outcome of the assessment confirms the need for ALS, a learner support plan will be agreed with you. This support plan will identify the support required
- The agreed support plan will be set up as soon as possible, depending on availability of specialist resources and learner need. Support can be provided during induction week, if required
- Support will be reviewed during the learning programme to determine whether the level of support continues to meet your requirements/needs. If necessary a revised learner support plan will be drawn up

This leaflet can be made available in a number of formats.  
To request an alternative format please contact:

**The Info Zone on 0800 162 100**

or email your request to [advice.centre@northland.ac.uk](mailto:advice.centre@northland.ac.uk)

For further information about the Additional Learning Support team and what we can offer you,  
please contact: **Maureen Hayton (ALS Coordinator) on 0800 162 100**

or email your request to [maureen.hayton@northland.ac.uk](mailto:maureen.hayton@northland.ac.uk)