



St Dominic's Sixth Form College Procedures for Students with Specific Learning Difficulties (SPLD)/ Disabilities

St Dominic's is a Roman Catholic Sixth Form College committed to the personal and spiritual growth of all its members based on Christian values, academic excellence and high-quality pastoral care.

St. Dominic's aims to support students with learning difficulties /disabilities by: -

- Identifying individual needs prior to admission
- Providing the necessary equipment, facilities and support for students to undertake their chosen course
- Informing staff who are directly involved of individual requirements and support strategies, with consideration given to legitimate issues of confidentiality.
- Training staff to identify and assist students with special needs such as sensory impairment.
- Maintaining involvement with relevant groups and agencies where required.

Implementation

Identification of Needs:

- Information provided by feeder schools directly or via Local Authority regarding EHCP's.
- Encouraging visits by students with known learning difficulties/ disabilities prior to application to assess their needs and ascertain the correct course selection
- Enrolment process includes the analysis of Personal Information forms by Study Plus Dept after entry to the college.
- Exam Access Assessment process to identify needs and provide support where required.

Support Offered:

- Individual interviews with the Study Plus Team.
- Specific assistance for students through flexible/open-learning, drop in sessions and Skillshops.
- Specific timetabled sessions for students for whom English is a second language.
- Advice and permission sought for special consideration/arrangements for external examinations and provision of extra invigilation if necessary.
- Assistance with career guidance, HE, FE applications, UCAS Personal Statements and CV's.

Informing Staff

- Study Plus will compile a SEND Register with information about the college students and their specific needs and this is available for all staff to view.
- Individual staff members will receive notification of student's individual needs that are in their classes and strategies to use when teaching them.
- First aiders and premises will be informed of students with particular problems of which they need to be aware for purposes of health and safety.
- Invigilators to be informed of particular problems by the Examinations Manager as appropriate.

Training

- Cross-college training will be provided for tutors and teachers to identify and support students with specific needs.
- Induction for new staff will include training relating to identifying and supporting special needs.
 - Training in Mental Health, Safeguarding, prevent and other relevant training will be provided for all staff.
 - Staff with specific responsibilities for individual students with particular needs will be given advice and training as situations arise.

Involvement with Outside Agencies

- Interviews with outside agencies may be sought for diagnostic counselling services where the college feels that this is necessary.
- Liaison with The SEN Assessment and Review services, Sensory Support Services and CAMH's to support student's needs.
- Working with The National Career's Service, Prospects Career's services and UCAS.

**Originator: Study Plus Manager
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