



Deeside College  
Coleg Glannau Dyfrdwy

## **DISABILITY EQUALITY DUTY STATEMENT**

The Disability Discrimination Act 2005 creates a duty on Deeside College to promote disability equality.

We recognise that disabled people may face exclusion and discrimination because barriers are placed in the way of their full participation in society.

The College is committed to eliminating all forms of discrimination, improving disabled equality and proactively promoting disability equality and creating an inclusive environment for all who learn and work in the organisation.

Deeside College is therefore committed to the achievement of equality by reviewing both working practices and physical features and even more profoundly it will encourage positive attitudes towards employees and students. The approach will be based on the abandonment of the traditional approach based on what a person with a disability **cannot** do, to one based on the approach of what he or she **can** do.

### ***Major Focus***

To involve and consult disabled people and representative groups in developing a college wide approach to improving policies, procedures and practices.

To review the impact assessment of policies procedures and practices for both students and employees.

The College anticipates the impact assessment will reveal a number of areas for improvements including:-

- the mechanism for gathering information regarding prospective learners and employees' disabilities or medical care needs.
- methods of encouraging disclosure in particular for present and future employees.
- ensuring the College complies with the Data Protection Act regarding disclosures are confidential.

In order to comply with new legislation all policies and procedures will be reviewed to an agreed timescale. This will mean scrutinizing all activities including teaching, recruiting (staff and students), training, meetings, marketing, publications, circulars, bookings, application procedures, recording of minutes, website design and internal and external communications.

The resulting Action Plan will complement the DDA Implementation Action Plan.

The Inclusive Learning Development Group will monitor activities linked to learners. The Equality and Development Group will monitor activities linked to staff recruitment.

The College, through the Students' Association, will set up a group, known as the Disabled Learners Forum, to seek the views and recommendations from students with disabilities.

### The Student Review Process

- All students at enrolment are asked if they have a disability and this is recorded on their enrolment form.
- A first letter is sent on application (Appendix 3) and a further letter is sent at enrolment stage (Appendix 4).
- A letter is also sent to parents of students who are under 18 (Appendix 5) and a copy of the Learning Support's Confidentiality Policy (Appendix 6) is also sent.
- Once support is in place a comprehensive review process will be initiated which is ongoing throughout the year.
- During the review the support itself is evaluated against the student's action plan and any amendments required are made, this ensures support received is both current and appropriate.
- A copy of the outcome of each review is held on the student's support file and reviewed by the Programme Area Manager. All parties involved are entitled to a copy of the review.

Procedure for staff who have a disability or who become disabled during their employment at College

Deeside College is committed to having measures in place that actively promote the full engagement of newly recruited disabled people and those who develop a disability during their work life at the College.

The guidance offered during the application stage for full time, part time and/or fixed term employment who meet the minimum criteria is as follows:

- If you have a disability that may impact on your ability to meet any of the selection criteria and you consider that, with adjustment you could carry out the role, you should indicate so when addressing that criteria. This will be taken into account by the short-listing panel.
- If you have a disability that, if selected for interview, means you would require special facilities or assistance (e.g. sign language interpreter), please indicate on the application form.
- If you consider that there may be a working practice or physical feature that may need to be adjusted due to a disability if appointed to the role, please be ready to discuss this with the interview panel, if you are invited to attend for interview. If necessary, Deeside College will make reasonable adjustments for the appointed candidate.