Hi, I'm Carly Miller and I'm the Disability Coordinator for LUBS. This video will just be a brief overview of the type of work Disability Services does. It probably does seem like this is more aimed at students who are just starting at the university, but actually, you can register with Disability Services at any stage of your degree. So if you're in your second year and you're now just realizing, actually yeah, I think I could do with some support, get in touch with us. We also support students at any level, so whether you're an undergraduate, taught, postgraduate, or researcher, you can get in touch with us. And as I've already said it twice, I just want to make you aware that the key thing I'd like you to take away from this video, if nothing else, is that if you're unsure about anything or you have any questions, the best thing to do is to ask us. We're more than happy to receive queries from you. So you can e-mail us disability@leeds.ac.uk or you can pop into our reception and have a chat with us that way; we're based on the ground floor of Chemistry West.

So the first thing is that obviously we support disabled students, but what a lot of people don't realize is that the definition of disability is actually quite broad. So a disability, and we follow the Equality Act 2010 definition, is a long-term or ongoing condition. Something that has lasted or is likely to last more than 12 months. For example, if you receive an autism diagnosis, you don't need to wait 12 months before getting in touch with us because we know that is a lifelong condition. So something that's long term or ongoing and which impacts your day-to-day. Your day-to-day when you're a student includes all the things involved with studying. So things like taking notes, moving around the campus, doing reading and research. So if you're sat there thinking, actually, yeah, I do have a condition which could impact that, but I've never needed formal support. Have a word with us, like find out what we can do. Because it might be that some of you are sat there thinking, well actually I've managed this previously. It's all fine. But it's remembering, particularly if you're in your first year, that this is a new environment. It's gonna be different, there may be different challenges and you may be away from any support network that you've previously had. So it's worth just considering because what we like to do is just make sure our support is in place in advance to avoid any issues occurring.

Another thing to think about is just did you have any additional support when you were at school? So for example, in exams did you have extra time? Again if so you can get in touch with us. Or if you just feel like you know you're like I don't need to ask questions, I know that I should get support from you. You can complete our sign-up form and e-mail your evidence to us. Now, we do have information on our website about what your evidence should include, but what I would always say is that if you're unsure, you can just submit that to us because then we'll make the judgment on it.

So that's the sign-up and registration process. If we've received everything we'll need, then what we'll do is we look at your evidence, we look at any information you've included on your signup form, and we put recommendations for reasonable adjustments for teaching and learning. So things like receiving lecture materials in advance, feedback consideration in place and we share that with your school. And so what we do is they're tailored to individual students because you know, disability is not homogeneous and we know that you know how it impacts individuals is different. And that's why we like to give you the opportunity to share any information you wish to on the sign-up form. And then we can also look at potential exam arrangements, which could be extra time, regular breaks, you know, rest breaks rather than extra time. And as I said, nothing is guaranteed because we look at it on a case by case basis and we look at what is going to be that reasonable support need for the individual student.

That's the process within the university. If you were a bit concerned about the information being shared, again we can have a chat with you. It is based on need to know. So it's not that everyone in the university will know, but if you're a bit concerned about it, we can have a chat and we can discuss options that could still mean that you're able to get that support.

Then there are also options for funded support, and this will depend on your circumstances. So if you're entitled to funding from student finance, there is a thing called disabled students allowance you can apply for. But if you're not entitled to that, don't worry, because again, and this is me repeating myself, you can get in touch with us via disability@leeds.ac.uk and we can look into options for you. You can also get in touch with us if you're not really sure how to apply for DSA and we can give you a bit of support with that.

And as I said, this is just a really quick overview and what we just want is, if you're thinking actually, yeah, I am dyslexic, I have a mental health condition, I'm autistic, I have mobility difficulties. You know, it's a really broad range of different conditions that we can provide support for, just get in touch with us because that's what we're here for. And you don't have to do the sign-up form straight away. You can ask us questions about it before. But yeah, get in touch. Let us know if you've got questions and just know that we're here to support you if needed. OK. Thank you.