**Departmental Disability Contacts**

There is a nominated Departmental Disability Contact (DDC) within each School or Department. These contacts work closely with Disability Advice and Guidance to support the implementation of recommended reasonable adjustments, within the study environment.

For an updated list of DDCs please visit [www.liverpool.ac.uk/studentsupport/disability/support/ddc/](http://www.liverpool.ac.uk/studentsupport/disability/support/ddc/)

**Disabled Students’ Network**

The Disabled Students’ Network (DSN) is an informal group, comprising a number of disabled students, facilitated by Disability Advice and Guidance, which meets several times a year to discuss issues, evaluate services and provide direct input into policies and procedures which are relevant to the disabled students’ experience at the University of Liverpool.

It is also an opportunity to meet other disabled students within a confidential environment, to share experiences and form supportive networks.

If you would be interested in becoming involved, please contact Disability Advice and Guidance.

**Useful contacts**

**Royal National Institute of Blind People (RNIB)**

10 Duke Street,
Liverpool L1 5AS

T: 0303 123 9999
E: helpline@rnib.org.uk
www.rnib.org.uk

**Bradbury Fields**

The Bradbury Centre
Youens Way, Liverpool L14 2EP
T: +44 (0)151 221 0888
F: 0151 221 0889
Minicom: 0151-221-0887
E: info@bradburyfields.org.uk
www.bradburyfields.org.uk

**Disability Advice and Guidance**

Alsop Building, Brownlow Hill
Liverpool L3 5TX
T: +44 (0)151 795 1000
E: disteam@liverpool.ac.uk
www.liverpool.ac.uk/studentsupport/disability

If you require this leaflet in an alternative format or have any further queries please contact the Team on T: +44 (0)151 795 1000 or E: disteam@liverpool.ac.uk
Disability Advice and Guidance are committed to supporting students and we will work with you to identify and implement individual reasonable adjustments; to access disability-related funding and to support student engagement with regards to disability-related issues. Our aim is to reduce any disadvantage you may experience as a result of your disability and support you in your independence.

**Reasonable adjustments**
A reasonable adjustment is any change which will help a disabled person have access to the same opportunities as a non-disabled person. We will recommend reasonable adjustments which may include support in the following areas:
- Programme-centred support
- Exam support
- Library support
- Campus accessibility
- Specialist equipment
- Non-Medical Helper Support.

Examples of reasonable adjustments which have been identified, recommended and implemented for students:
- Lecture slides provided in advance electronically
- Student module handbook provided in Braille
- Longer library book loans
- Coursework extension
- Provision to record lectures on a digital recording device
- Specific exam arrangements, eg question papers in an alternative format, extra time, typing facilities, accessible location, scribe, reader
- Access to assistive technology eg Supernova software
- Exercise area for a student’s guide dog.

For further information about the Team, the types of support that we offer to students and to access a copy of our “Guide for Disabled Students”, please visit our website at [www.liverpool.ac.uk/studentsupport/disability](http://www.liverpool.ac.uk/studentsupport/disability).

**Funding**
**Disabled Students’ Allowance (DSA)**
DSA is awarded to eligible students who have a visual impairment. It is not means tested and does not affect benefit entitlement. The allowance is purely based on your needs.

DSAs help pay for extra costs you may have when studying your course. For example:
- A Non-Medical Helper eg a Mobility Trainer
- Travel costs
- Specialist equipment eg magnifying equipment.

**How to apply for DSA**
Visit Gov.uk at [www.gov.uk/disabled-students-allowances-dsas](https://www.gov.uk/disabled-students-allowances-dsas) and scroll down to find Disabled Students’ Allowance information/application form.

Students studying a course funded by the NHS can find further information on how to apply at [www.nhsbsa.nhs.uk/students.aspx](http://www.nhsbsa.nhs.uk/students.aspx).

If you are funded by a Research Council, please contact us as soon as possible with your grant reference number.

**Other support available**
For more details of the range of support offered by Student Support Services, you can access all relevant webpages at [www.liverpool.ac.uk/studentsupport](http://www.liverpool.ac.uk/studentsupport).

**Confidentiality**
Student Services provide confidential information, advice and support for all students studying at the University. If you have any concerns about confidentiality please do speak to any member of the Student Services teams. View our Confidentiality Information leaflet [www.liverpool.ac.uk/studentsupport/](http://www.liverpool.ac.uk/studentsupport/)

**Student Support Information Sheet**
Once we have received your supporting documentation, eg letter from a medical professional, the Disability Adviser will meet with you and produce a Student Support Information Sheet (SSIS) detailing your recommended reasonable adjustments. With your consent, your SSIS will be accessible to view by appropriate members of staff, enabling them to support you.