

# SCHOOL OF HEALTH SCIENCES

My learning support plan

Name:

Student number:

Course:

Date:

## Learning support plan

A learning support plan has been produced following the assessment of your learning needs by student services.

This plan outlines the support provided by Student Services and the School of Health Sciences as you complete your studies.

The learning support plan is applicable to your academic and practice learning.

**\*Print a copy to attach to the Assessment of Practice Documentation\***

Your learning support plan can be updated or amended at any time during your course. If you feel that you need a change to your support, please discuss this with student services.

This document contains information about your learning support plan and how it relates to:

-

Lectures and Seminars

Assignments

Examinations, OSCE, presentations.

Learning support plan – Practice

For general LSP support please discuss your LSP with your personal tutor. We also have designated lecturers who are available to discuss any LSP related issues in clinical practice – Kathy Martyn (All Courses and any major adjustments) Karen Thompson (Adult field), Tina Attoe (Adult Field) Lisa Ford (Child Field), Maggie Stewart (Adult Field) and Warren Stewart (MH Field) Chris Storey (Paramedic) Rebecca Craig (Foundation Degree) Rebecca Diedo (Foundation Degree) Carol Reid (Midwifery)

I am also available to advise on complex and major adjustments

Dr Kathy Martyn

# Lectures and seminars

Information about future lectures can be found in the relevant module by logging onto Student Central.

## **Studentcentral**

Lectures are commonly uploaded as a PowerPoint, but some modules and lecturers will also include other materials in other formats such as Prezi or podcasts. The lectures are uploaded prior to the taught session.

**Sometimes lecture notes are generated during a lecture or seminar by the lecturers and students. These notes will be uploaded as soon as possible following the lecture.**

Some lectures will have guided reading and pre-session work. This is normally available from the start of the module. Looking at the pre-session work will give you an opportunity to practice with any assistive software you might have. All computer software has text to speech and speech to text accessibility options

## **Microsoft speech recognition**

[Speech Recognition](#)

## **Apple Mac speech recognition**

[Speech Recognition](#)

## **My learning during lectures and seminars**

You should access the learning materials before the lecture or seminar and use any assistive software that is helpful to you. During the lecture or seminar, you may record any information and use your laptops or other mobile devices to capture information. If sensitive information is being discussed, please discuss with the module leader or lecturer present, the best way to record information. You should check with your peer group that they are happy for you to record their discussions.

There will be opportunities for you to develop the study skills you need. Information about these can be found in Student Central. Specific study sessions within the School of Health Sciences will be identified in the announcement section within Student Central.

Additional study support is available through ASK (Academic Study Kit)

[ASK](#)

Look out for Peer Assisted Study Sessions to support your learning. These are organised by students in the years above you and details will be found on student central

# Assignments

Examinations, OSCE, presentations

As part of your LSP you will have a modified deadline

**We will comment on spelling and grammar, but your grade will only be significantly affected if this applies to nursing, medical or biomedical terminology.**

For written assignments make sure you access learning support from your identified learning support tutor. They can support you to improve your grammar and spelling, and to learn how to proofread your assignments better. Guidance is also available from the Academic Study Kit

For sudden and unexpected changes to your learning needs, please contact student services as soon as possible, prior to the submission point or examination date.

## My assignments and examinations

If you need additional support or changes to your learning support plan, make sure that you have discussed your needs with student services **at least 7 weeks** before the submission or examination date.

You have a modified deadline for the submission of assignments of **between 3 and 14 days**. **There is no need to apply for this new submission date**. Please discuss with the module leader to confirm with them that you will use the modified deadline submission date. The module leader or other module members can also support you with your submission

**In the module assessment section on student central a submission point will automatically open for you to submit 14 days after the original submission point has closed.** However, if you have more than one assignment to submit it might be easier for you to organise your time if you stagger your submissions. An example of a staggered submission is given below

### Student submitting two assignments at the same time

Original submission date	1 January 2019
Modified Deadline (LSP)	15 January 2019
Assignment 1	Submit 1 January 2019
Assignment 2	Submit 15 January 2019

For circumstances, unrelated to your needs, identified by the learning support plan, you can apply for an extension to this modified deadline. See your course handbook for details about applying for an extension.

You have 25% additional time for all examinations, OSCE and presentations. This means for each hour of an exam you are entitled to an additional 15 minutes.

**(the next section is adjusted according to the individual student)**

***You have an additional 10 minutes each hour of an examination, as a rest period.***

*You can use a laptop for any written examination and can bring your laptop into the examination room. Depending on resources, you may be in a room with others using a laptop or in a room on your own. Please ensure your laptop is fully charged and you bring with you the laptop charging lead and headphones or earplugs to minimise distractions.*

*Please discuss with the module leader when undertaking presentations /OSCE about the using cue/prompt cards*

*The following major adjustment has been agreed*

Details of your examination room and support will be confirmed by email from the assessments and examinations team before the examination date.

# Learning support plan – Practice

Your placement will be informed that you have an LSP but will be given no details about the reasons why

**Undergraduate nursing students print a copy of this section to attach to the Assessment of Practice Documentation** At you initial meeting with your practice supervisor please discuss your LSP-Practice

**Make an appointment with your personal tutor to discuss your learning support needs in practice. They can advise on how to discuss this with your mentor/practice supervisor and/or practice education facilitator**

## Guidance for mentors/practice supervisors

Learners who disclose a disability or other protected characteristic (Equality Act 2010) during the period of study will have a Learning Support Plan. Support for students takes the form of reasonable adjustments. These need not be onerous or complicated, and many can also support other students in their learning.

It can be difficult to think about reasonable adjustments during busy times and guidance can be found through the following link: -

[RCN Guidance](#)

Support for practice supervisors/mentors and their learners are also available through the Disability Liaison Tutor, Practice Link Lecturers and Practice Education Facilitators.

Common adjustments to support learning include the following

Time	Reading and writing	Attendance and practice
Allow additional time after handover for learner to plan activities Allow time for the learner to complete patients notes and record information Encourage learner to keep a 'to do list'. Help learner to draw up a plan highlighting important tasks	Provide a list of common terminology and abbreviations used Allow use of NHS APPS (BNF and NICE guidance), and spelling/dictionary APPs on smart phones. Provide written and verbal feedback as to performance Allow learner to refer to notes/lists when assessing knowledge. Provide handover sheet	Avoid allocating 12-hour shifts Plan shift pattern/allocation in advance to enable learner to know who they are working with. Allow learner time to plan activities. Give opportunities to practice. Breakdown complex skills into 'chunks' allowing learner to practice each chunk before completing whole skill

The **Learning Support Plan- Practice** is based on the advice given by student services, the Occupational Health service (if applicable) and discussions between the student and the disability liaison tutor. In complex situations discussions will also take place between the practice providers and the disability liaison tutor to ensure adjustments can be accommodated.

*(Any specific details regarding placements from the LSP are added here. Students with no specific recommendations will simply have the support identified on page 5 above)*

We have designated lecturers who are available to discuss any LSP related issues in clinical practice  
**Kathy Martyn (All Courses and any major adjustments)**

#### **Nursing**

Karen Thompson (Adult field), Tina Attoe (Adult Field) Lisa Ford (Child Field), Maggie Stewart (Adult Field) and Warren Stewart (MH Field)

#### **Paramedic Practice**

Chris Storey (Paramedic)

#### **Foundation Degree**

Rebecca Craig (Foundation Degree) Rebecca Diedo (Foundation Degree)

#### **Midwifery**

Carol Reid (Midwifery)

If you have any queries, please contact

Email: [K.J.Martyn@brighton.ac.uk](mailto:K.J.Martyn@brighton.ac.uk)

Telephone: 01323644052