

# Disability Support

Staff Training Package

*"In its endeavours, it is guided by a fundamental concern for justice and equity, and for the dignity of all human beings."*

# Disability Support

- Legislation
- The role of the Disability Advisor
- Reasonable & Examination Adjustments
- Assisting students
- Class lists
- Inherent requirements
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# Legislation

- Commonwealth Disability Discrimination Act (1992)
- Disability Standards for Education (2005) [subordinate legislation to the DDA]
  - LEO Training for staff on the Disability Standards for Education 2005 available via: <https://leo.acu.edu.au/course/view.php?id=7041>

# Legislation

- Convention on the Rights of Persons with Disabilities
  - <https://www.humanrights.gov.au/our-work/disability-rights/united-nations-convention-rights-persons-disabilities-uncrpd>

# What is the role of the Disability Advisor?

- To assist the University to meet its responsibilities under the Disability Discrimination Act, including the *Disability Standards for Education 2005*, by:
  - **Interpretation** of supporting documentation provided by the treating health professional
  - **Planning, assessment and coordination of educational adjustments** to students and prospective students with disabilities and chronic medical conditions that reflects both best practice in the field as well as recommendations made by the treating health professional
  - Contributing to the provision of **strategic support** and **advice** to the University community on best practice, in regard to disability issues, adjustments and services for students with disabilities

## Disability Advisor Role (cont.)

- We are employed to provide advice to staff and students. Our role is to ensure ACU is compliant and meets its responsibilities under the *Disability Discrimination Act*, including the *Disability Standards for Education 2005*.
- We do not provide advice relating to a student's fitness to undertake study or placement, or provide specific advice relating to admission to or termination from a course or unit of study.
- We are advisors, not advocates.

# Reasonable Adjustments

- DSE (2005) requires Institutions to **take reasonable steps** to enable a student with a disability to participate in education **on the same basis as a student without a disability**
- **Educational adjustments** for individual students are generally recommended by Disability Advisors via an Education Inclusion Plan (EIP). The EIP is formed on the basis of recommendations from the Treating Health Professional and is assessed on a case-by-case basis.
- Common adjustments:
  - “Student may seek extensions of usually no less than one week and no more than two weeks using established procedures”
  - “Exam adjustments are recommended. Please see details on following page”
  - “Alternative formats required”
  - “Student is eligible for early access to tutorials/labs”
- For further information on Reasonable Adjustments, please see the following link
  - <https://www.adcet.edu.au/students-with-disability/reasonable-adjustments-disability-specific/>

# Examination Adjustments

- If a student has exam adjustments in their Education Inclusion Plan (EIP), these adjustments apply to Central & Deferred Exams (administered by TE&R), **and also** to any school based test, timed quiz or exam.
- For school based assessment, it is the responsibility of the school concerned to implement the recommended exam adjustments as advised by the Disability Advisor via the EIP.
  - This includes employing appropriately This includes employing appropriately qualified staff, such as scribes and additional supervisors, in a timely way as necessary, and the creation of the exam/test in the specified alternative format (which is the lecturer's responsibility). If there is an EIP recommendation for additional time to complete exams, all timed quizzes will also require a [prorata adjustment](#).



# Supporting students who tell you they are experiencing difficulties while studying

- Eligibility criteria
  - Disability, medical/health condition or significant carer responsibilities affecting studies.
  - Conditions may include:
    - Mental health conditions (depression, anxiety)
    - Temporary injuries impacting studies
    - Permanent disabilities (mobility issues, hearing or vision impairments)
    - Learning disabilities
- Students can book an appointment online via the student portal
  - [https://www.studentportal.acu.edu.au/counselling\\_disability/](https://www.studentportal.acu.edu.au/counselling_disability/)
- For further information on Disability Support
  - [https://staff.acu.edu.au/tools\\_and\\_services/services/disability\\_support](https://staff.acu.edu.au/tools_and_services/services/disability_support)

# How to identify students in your class with an Education Inclusion Plan (EIP)

- It is the student's responsibility to make themselves known to LICs/Tutors. We encourage them to do so at the beginning of each semester or as soon as they have an EIP in place; but this is not a requirement.
- Students provide an e-copy of their EIP, as necessary, to their lecturers each semester.
- ACU staff are able to identify students with an Education Inclusion Plan (EIP) on a class list, which may be extracted from Student Connect or Banner 8.
  - Instructions on doing so are available via the following link:  
[https://staff.acu.edu.au/tools\\_and\\_services/services/disability\\_support/eip\\_class\\_list\\_instructions](https://staff.acu.edu.au/tools_and_services/services/disability_support/eip_class_list_instructions)

# Inherent Requirements

- ACU strongly supports the right of all people to pursue studies. The University embraces diversity and endeavors to accommodate all students. Inherent requirements are the essential components of a course or unit that demonstrate the capabilities, knowledge and skills to achieve the core learning outcomes of the course or unit.
- Further information regarding course specific Inherent Requirements can be found by visiting the Inherent Requirements page on the ACU Staff Webpage
  - [https://staff.acu.edu.au/tools\\_and\\_services/services/disability\\_support/inherent\\_requirements\\_faqs](https://staff.acu.edu.au/tools_and_services/services/disability_support/inherent_requirements_faqs)

# Disability Advisor Contact Details

<b>Campus</b>	<b>Disability Advisor</b>	<b>Email</b>	<b>Phone</b>
<b>Ballarat (Aquinas)</b>	Ashleigh Dalton	<a href="mailto:DisabilityAdvisor.Ballarat@acu.edu.au">DisabilityAdvisor.Ballarat@acu.edu.au</a>	(03) 5336 5343
<b>Brisbane (McAuley)</b>	Kerry Hale	<a href="mailto:DisabilityAdvisor.Brisbane@acu.edu.au">DisabilityAdvisor.Brisbane@acu.edu.au</a>	(07) 3623 7787
<b>Canberra (Signadou)</b>	Trevor Ianna	<a href="mailto:DisabilityAdvisor.Canberra@acu.edu.au">DisabilityAdvisor.Canberra@acu.edu.au</a>	(02) 6209 1170
<b>Melbourne (St. Patricks)</b>	Bettina Corcoran Georgina Trajkoski	<a href="mailto:DisabilityAdvisor.Melbourne@acu.edu.au">DisabilityAdvisor.Melbourne@acu.edu.au</a>	(03) 9953 3413 (03) 9953 3076
<b>North Sydney (MacKillop)</b>	Kate Howard-Jones	<a href="mailto:DisabilityAdvisor.NorthSydney@acu.edu.au">DisabilityAdvisor.NorthSydney@acu.edu.au</a>	(02) 9739 2370
<b>Strathfield (Mount Saint Mary)</b>	Emma Harris	<a href="mailto:DisabilityAdvisor.Strathfield@acu.edu.au">DisabilityAdvisor.Strathfield@acu.edu.au</a>	(02) 9701 4300