

TMUC Disability Inclusion and Reasonable Adjustments Policy

1. Policy Statement

The Millennium Universal College (TMUC) is committed to providing an inclusive, equitable, and accessible learning and working environment in which all students can participate fully in academic and campus life. TMUC recognises that students with disabilities, long-term health conditions, learning differences, or temporary impairments may require reasonable adjustments to ensure equal access to learning opportunities, assessment, facilities, and student support services.

The College is committed to eliminating barriers to participation and promoting an inclusive culture that respects dignity, independence, confidentiality, and equal opportunity.

2. Purpose

- Promote equality of opportunity for students with disabilities.
- Ensure reasonable adjustments are implemented to remove barriers to learning.
- Establish clear responsibilities for students, academic staff, professional services, and management.
- Ensure consistency across all TMUC campuses.
- Support student success, wellbeing, progression, and retention.
- Comply with applicable national legislation and the requirements of awarding bodies and international partners.

3. Scope

This policy applies to all prospective and enrolled students, including applicants with disabilities, temporary and permanent disabilities, physical, sensory, learning, neurodiverse, mental health, and long-term medical conditions.

4. Definition of Disability

Disability refers to any physical, sensory, cognitive, neurological, developmental, psychological, or medical condition that may substantially affect a student's ability to access education on an equal basis with others.

5. Guiding Principles

TMUC will ensure dignity, equality, confidentiality, student partnership, evidence-based decision making, maintenance of academic standards, and inclusive teaching practices.

6. Disclosure of Disability

Students are encouraged to disclose a disability during application, enrolment, or at any point during their studies. Disclosure is voluntary but necessary for reasonable adjustments to be implemented.

7. Supporting Documentation

Students requesting adjustments should normally provide appropriate medical or specialist evidence. Interim support may be provided while documentation is obtained where appropriate.

8. Disability Support Process

1. Disclosure.
2. Assessment of support needs.
3. Development of an Individual Support Plan (ISP).
4. Implementation of agreed adjustments.
5. Regular review of support arrangements.

9. Reasonable Adjustments

Reasonable adjustments may include accessible learning materials, lecture recordings where appropriate, additional examination time, rest breaks, separate examination rooms, assistive technology, alternative assessment formats, accessible classrooms, and modified deadlines where justified. Adjustments will not compromise learning outcomes or academic standards.

10. Inclusive Learning

Academic staff should adopt inclusive teaching approaches, provide clear instructions, accessible learning resources, and varied methods of engagement and assessment.

11. Confidentiality

Disability-related information will be treated confidentially, stored securely, and shared only with staff who need the information to implement approved support.

12. Student Responsibilities

Students should disclose support needs, provide evidence where required, engage with agreed support arrangements, notify TMUC of changes, and attend review meetings.

13. Staff Responsibilities

Academic staff implement adjustments; Programme Coordinators coordinate academic support; Heads of Institute oversee implementation; Student Services coordinate disability support; QAAC monitors institutional compliance and enhancement.

14. Assistive Technology

TMUC will facilitate access to appropriate assistive technologies, subject to institutional resources and programme requirements.

15. Placements and Field Activities

Where programmes include placements or fieldwork, TMUC will work with placement providers to identify appropriate reasonable adjustments while maintaining professional competency requirements.

16. Emergency Planning

Accessible evacuation procedures and personal emergency evacuation plans will be considered where required.

17. Complaints and Appeals

Students may raise concerns through informal resolution, Heads of Institute, the Student Complaints Policy, or applicable appeals procedures.

18. Monitoring and Review

TMUC will monitor implementation, student satisfaction, progression, retention, and policy effectiveness. The policy will normally be reviewed every three years.

19. Related Policies

Student Support and Wellbeing Policy; Student Complaints Policy; Academic Regulations; Assessment Policy; Equality, Diversity and Inclusion Policy; Data Protection Policy; Safeguarding Policy.

20. Policy Ownership

Policy Owner: Director, Quality Assurance and Academic Compliance (QAAC)

Approval Authority: Academic Board

Applies To: All TMUC Campuses

Review Cycle: Every Three Years

Version: 1.0