



ADDITIONAL SUPPORT

At Highlands College we offer targeted learning support in order to help all of our students reach their full potential.

We want our students to be the best that they possibly can be.

If you feel you need some additional support with your learning then please join **our drop in support sessions**, which are open to all full time and part time students. These take place in **Turner 116** every day of the week.

Or email us : applyLS@Highlands.ac.uk

Highlands College
Highlands Lane
St Saviour
Jersey
JE1 1HL

Other support that you can access at Highlands College includes:

- ⇒ Academic and Pastoral support from a dedicated Personal Tutor;
- ⇒ Information, Advice and Guidance from the Careers and Employability team;
employability@highlands.ac.uk
- ⇒ Wellbeing or Counselling Support from the Student Life team;
Studentlife@highlands.ac.uk



Information for
students who are in
need of
Additional Support



Studying at Highlands College

At Highlands College our values are **Potential; Respect; Imagination; Diversity and Excellence**. We are a mainstream College but it is important to us that we are as supportive and inclusive as possible. We take a range of students with additional needs on our courses.

Who are the Learning Support Team?

The Learning Support team is led by the **Head of Inclusion**. The team is made up of skilled lecturers, a Coordinator, two Team Leaders - and a number of part time and full time Learning Support Teaching Assistants and Key Workers

Our Learning Support Team can help with a wide range of requirements:

- ♦ Physical and learning difficulties (including dyslexia)
- ♦ Reading and spelling
- ♦ Social Communication needs
- ♦ Visual impairment
- ♦ Hearing impairment
- ♦ Drop in academic support for all full-time learners
- ♦ Base rooms and drop in sessions for assignments and revision
- ♦ Support with study skills, note taking, essay writing and time-management.
- ♦ Exam Access Arrangements

We can also make **reasonable adjustments** to the curriculum and assessment. This might involve reducing your qualification size or providing exam access arrangements.

We will be as flexible as possible to support you; however, because you will be studying for assessed qualifications there are some things we cannot adapt. For example, we cannot support you if it is essential to the qualification that you complete an activity independently. Luckily, these occasions are rare.



Support



Differences between school and College

Most students find that as they come to College they can work independently, with minimal support.

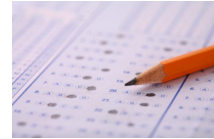
Many students make progress over time and no longer need, or want, the same arrangements in exams.

When you first arrive in College we will ask you what you have had in the past. We will also receive information from your school.

You should not assume that you need the same provision that you had before. You will be studying for different qualifications, and possibly at a different level. The means of assessment may also be different.

Some students find that a different arrangement now suits them, for example rest breaks may be more effective than extending the length of the exam.

If you had exam provision in school we will contact your tutors to see if you are likely to need the same in College.



If you do not hear anything about access arrangements and are worried you may need these, please:

- **Speak your Personal Tutor**
- **OR come to find us in the Learning Support corridor to discuss this.**

If you have had access arrangements in the past but think you no longer need these, please let us know so that we can remove your name from our records.

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Information for full-time students who may require

Exam Access Arrangements
(Extra time; Reader; Rest Breaks etc.)



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a mainstream College but it is important to us that we are as supportive and inclusive as possible.

Who we are:

The Learning Support team is led by the Head of Inclusion. The team is made up of a range of staff. **Please come to find us in the Learning Support corridor** near the main Hall in Turner if you have any questions.

How we can support you:

If you need exam access arrangements we can support you in a number of ways. We will work with you to find the best support for you, as every student will have different needs.

These might include:

- Extra time in exams

- Rest breaks
- Access to technology in exams



We can make **reasonable adjustments** but because you will be studying for assessed qualifications there are some things we cannot adapt.

For example, we cannot support you if it is essential to the qualification that you complete an activity independently.

An example would be that we cannot give you a human reader in an English exam, because reading is the skill being assessed.

External rules :

Access Arrangements are not given on request, they must be applied for by the College.

- Provision in exams must be your **normal way of working** throughout the year. It should not be a special arrangement just for exams.

- This is to create 'a level playing field' for students with additional needs and to ensure no one has an unfair advantage. For example, you cannot have extra time in exams if you have not been using extra time to complete work in class,.
- First, we will first need **evidence from your tutor** (for example, samples of your work);
- We then need to establish that you have **a history of need.**
- We may also need to **assess you** to see if you meet the criteria. If any of this evidence is incomplete then we cannot apply for access arrangements.

There are also set **external deadlines** that we have to meet . It is important that you speak to someone about exam access arrangements well in advance of the date of your first exam.





Getting Ready for Adulthood

Students with hearing loss have diverse needs. Most are successfully included and learn independently alongside peers, with minimal support.

When you first arrive in College we will usually mirror the amount of in-class support you had in school, if any. However, we will frequently review this and aim to find ways to allow you to access lessons as independently as possible.

Studies show that when Key Workers work too closely with young people it may have a negative impact on learning as this can:

- ♦ Limit the amount of contact they have with the subject teacher
- ♦ Mean that they interact less with the other students
- ♦ Lose 'self-advocacy' - the ability to speak out for themselves and have their own voice
- ♦ Become over dependent on support and lose their resilience, or self-confidence.

At Highlands College, we are keen to develop your independence and employability as you approach adulthood.

Other support that you can access at Highlands College includes:

- ⇒ Academic and Pastoral support from a dedicated Personal Tutor
- ⇒ Information, Advice and Guidance from the Careers and Employability team:
employability@highlands.ac.uk
- ⇒ Wellbeing or Counselling Support from Student Life: Studentlife@highlands.ac.uk
- ⇒ General Study Support (e.g. for assignment writing) from the drop in support provision (room Turner 116)

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**Information for full
time students who are
dDeaf or
Hard of Hearing**



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Respect; Imagination;

Diversity and Excellence. We are a mainstream College but it is important to us that we are as supportive and inclusive as possible. We take a range of students with needs on our courses.

There are a number of differences between school and College. For example:

- You might start at different times on different days of the week
- You may have a study day or have one day each week for work experience
- You are not supervised in break times

Don't worry. Before you begin, we offer extra visits to campus so that you can feel confident beforehand, and we can get to know you. We do this by working with your

secondary school.

Who we are:

The Learning Support team is led by the Head of Inclusion. The team is made up of a range of staff.

The staff who support within Hearing Impairment are Lead Key Workers. You may also be supported by the Coordinator or Team Leader.

Because of the range of students we support, you could be supported by two or three different people across the week, if you have any support in the classroom.

All support staff are well qualified.

They take part in an on-going training programme throughout the year.

How we can support you:

If you have hearing loss we can support you in a number of ways. We will work with you to find the best support for you, as every student will have

different needs. These might include:

- Giving you space to store equipment
- A quiet place to study
- Assigning you a Key Worker for some of your lessons
- Giving you one to one interventions for your literacy
- Soundfield technology

We can make **reasonable adjustments** to the curriculum and assessment. This might involve reducing your qualification size or providing exam access arrangements.

We will be as flexible as possible to support you; however, because you will be studying for assessed qualifications there are some things we cannot adapt. For example, we cannot support you if it is essential to the qualification that you complete an activity independently.

We also cannot allow you do something that would create a significant health and safety risk. Luckily, these situations are rare.



Getting Ready for Adulthood



Students with physical challenges have diverse needs. Most learn independently alongside peers, with minimal support.

When you first arrive in College we will usually mirror the amount of in-class support you have had in school, where possible.

However, we will frequently review this and aim to find ways to allow you to access lessons as independently as possible.

Studies show that when Key Workers work too closely with young people it may have a negative impact on learning as this can:

- ♦ Limit the amount of contact they have with the subject teacher
- ♦ Mean that they interact less with the other students
- ♦ Become over dependent on support and lose their resilience, or self-confidence
- ♦ Lose 'self-advocacy' - the ability to speak out for themselves and have their own voice

At Highlands College, we are keen to develop your independence and employability as you approach adulthood.

Other support that you can access at Highlands College includes:

- ⇒ Academic and Pastoral support from a dedicated Personal Tutor
- ⇒ Information, Advice and Guidance from the Careers and Employability team; employability@highlands.ac.uk
- ⇒ Wellbeing or Counselling Support from Student Life: Studentlife@highlands.ac.uk
- ⇒ General Study Support (e.g. for assignment writing) from the drop in

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Information for full time students who have **Physical or Medical Needs**



Studying at Highlands College

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There are a number of differences between school and College. For example:

- You might start at different times on different days of the week
- You may have a study day or have one day each week for work experience
- You are not supervised in break times

Don't worry. Before you begin, we offer extra visits to campus so that you can feel confident beforehand and we can get to know you. We do this by working with your

secondary school.

Who we are:

The Learning Support team is led by the Head of Inclusion. The team is made up of a range of staff.

The staff who are working with students who are Physically Impaired are Lead Key Workers. You may also be supported by the Coordinator or Team Leader. Because of the range of students we support, you could be supported by two or three different people across the week, if you have any support in the classroom.

Our staff are very well qualified and experienced. They take part in an on-going training program throughout the year.



How we can support you:

If you have additional needs we can support you in a number of ways. We will work with you to find the best support for you, as every student will have different needs. These might include:

- Access to a quieter study space
- Work placement support
- Accessibility visits before you start;
- Resources adapted to your needs
- Exam Access Arrangements where necessary

We can make **reasonable adjustments** to the curriculum and assessment. This might involve reducing your qualification size or providing exam access arrangements.

We will be as flexible as possible to support you; however, because you will be studying for assessed qualifications there are some things we cannot adapt. For example, we cannot support you if it is essential to the qualification that you complete an activity independently.

We also cannot allow you do something that would create a significant health and safety risk. Luckily, these situations are rare.

Getting Ready for Adulthood

Students with social communication needs have a wide range of strengths and difficulties. Most are successfully included and learn independently alongside peers, with minimal support.

When you first arrive in College we will usually mirror the amount of support you had, if any. However, we will frequently review this and aim to find ways to allow you to access lessons as independently as possible.

Studies show that when Key Workers work too closely with young people it may have a negative impact on learning as this can:

- ♦ Limit the amount of contact they have with the subject teacher;
- ♦ Mean that they interact less with the other students;
- ♦ Lose 'self-advocacy' - the ability to speak out independently and have a 'voice'
- ♦ Result in over dependence on support



where students lose their resilience, or self-confidence.

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- ⇒ Wellbeing or Counselling Support from Student Life: studentlife@highlands.ac.uk
- ⇒ General Study Support (e.g. for

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Information for full time students who have **Social Communication Needs**



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- You might start at different times on different days of the week
- You may have a study day or have one day each week for work experience
- You are not supervised in break times

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secondary school.

Who we are:

The Learning Support team is led by the Head of Inclusion. The team is made up of a range of staff.

The staff who support within social communication needs are Lead Key Workers. You may also be supported by the Coordinator or Team Leader.

Because of the range of students we support, you could be supported by two or three different people across the week, if you have any support in the classroom.

Our staff are well qualified and experienced. They take part in an on-going training program throughout the year.

How we can support you:

If you have social communication needs we can support you in a number of ways.



We will work with you to find the best support for you, as every student is different. These might include:

- Use of a base room
- Assigning you a key worker for some of your lessons
- Giving you one to one interventions for your literacy or numeracy
- Work placement support

We can make **reasonable adjustments** to the curriculum and assessment. This might involve reducing your qualification size or providing exam access arrangements. We will be as flexible as possible to support you; however, because you will be studying for assessed qualifications there are some things we cannot adapt. For example, we cannot support you if it is essential to the qualification that you complete an activity independently.

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Information for full time students who are Visually Impaired

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Who we are:

The Learning Support team is led by the Head of Inclusion. The team is made up of a number of different staff.

The staff who work with students that are Visually Impaired are Lead Key Workers. You may also be supported by the Coordinator or Team Leader. Because of the range of students we support, you could be supported by two or three different people across the week, if you have any support in the classroom.

Our staff are well qualified and experienced. They take part in an on-going training program throughout the year.

How we can support you:

If you are Visually Impaired we can support you in a number of ways. We will work with you to find the best support for you, as every student will have different needs. These might include:

- Use of a base room
- One to one support
- Work placement support
- Resources adapted to your needs.

We can make reasonable adjustments to the curriculum and assessment. This might involve reducing your qualification size or providing exam access arrangements. We will be as flexible as possible to support you; however, because you will be studying for assessed qualifications there are some things we cannot adapt. For example, we cannot support you if it is essential to the qualification that you complete an activity independently.

We also cannot allow you do something that would create a significant health and safety risk. Luckily, these situations are rare.

Getting Ready for Adulthood:

When you first arrive in College we will usually mirror the amount of in-class support you have had in school, where possible. However, we will frequently review this and aim to find ways to allow you to access lessons as independently as possible.

Studies show that when Key Workers work too closely with young people it has a negative impact on learning as this can:

- Limit the amount of contact they have with the subject teacher
- Mean that they interact less with the other students
- Become over dependent on support and lose their resilience, or self-confidence

At Highlands College, we are keen to develop your independence and employability as you approach adulthood.

Other support that you can access at Highlands College includes:

- Academic and Pastoral support from a dedicated Personal Tutor
- Information, Advice and Guidance from the Careers and Employability team; employability@highlands.ac.uk
- Wellbeing or Counselling Support from the Student Life team; Studentlife@highlands.ac.uk
- General Study Support (e.g. for assignment writing) from the drop in support provision

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ApplyLS@highlands.ac.uk



Getting Ready for Adulthood

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**Information for full
time students who are
Visually Impaired**



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- You are not supervised in break times

Don't worry. Before you begin, we offer extra visits to campus so that you can feel confident beforehand and we can get to know you. We do this by working with your

secondary school.

Who we are:

The Learning Support team is led by the Head of Inclusion. The team is made up of a range of staff.

The staff who are working with students that are Visually Impaired are Lead Key Workers. You may also be supported by the Coordinator or Team Leader. Because of the range of students we support, you could be supported by two or three different people across the week, if you have any support in the classroom.

Our staff are well qualified. They take part in an on-going training program throughout the year.



How we can support you:

If you are Visually Impaired we can support you in a number of ways. We will work with you to find the best support for you, as every student will

have different needs. These might include:

- Oversight from the Teacher of VI;
- Work placement support
- Exam access arrangements
- Resources adapted to your needs

We can make **reasonable adjustments** to the curriculum and assessment. This might involve reducing your qualification size or providing exam access arrangements.

We will be as flexible as possible to support you; however, because you will be studying for assessed qualifications there are some things we cannot adapt. For example, we cannot support you if it is essential to the qualification that you complete an activity independently.

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