

# Wellbeing and Inclusivity

## Apprentice Learning Support

Apprentices with identified learning difficulties and/or disabilities (including mental health conditions and SpLDs such as Dyslexia or Dyscalculia) may be entitled to additional Learning Support funding from the government. The type of support available includes:

- Specialist software and equipment (e.g. caption software, laptop or tablet, voice recorder)
- 1:1 Study Skills support and Mentoring
- An annual allowance for paper, printer ink and other specialist supplies

### How to access Learning Support

If you have told us about any learning support needs during the application process our Student Wellbeing and Inclusivity Service (SWIS) will contact you. Once you have provided the relevant evidence you will be allocated a SWIS Advisor to help set up any support you may need. If you think that you may have additional learning needs but do not have a formal diagnosis the SWIS team can help you to arrange a diagnostic assessment.

If you did not declare any support needs during the application process, you can still do this at any time during your apprenticeship. All you need to do is contact the SWIS team. Please remember to let the SWIS team know that you are an apprentice, as the funding process is different for full-time students.

### Assessment of Need

With your consent, your SWIS Advisor will notify the Apprenticeships Hub to arrange for an Assessment of Need. This is an informal meeting (around 1-2 hours, usually online) between you and an independent study needs assessor. The assessor will identify what specific support you require, based on your individual needs and your course requirements. Once the assessor's report is received the Apprenticeships Hub will purchase any equipment or support.

Both the assessment and any support requirements identified will be arranged at no cost to you or your employer.

### Taking a break in learning

If you need to take a break in your studies or intermit from your apprenticeship, any additional learning support will be paused until your return. For further information on breaks in learning you can contact the Apprenticeships Hub.



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## Privacy and consent to share information

Informing your employer about any additional needs is a personal decision; no health information is shared with your employer, or any other external organisation, without your express prior consent unless there is a legitimate concern for your safety or the safety of others.

## Other support available

- The **Skills for Success** team offer free online courses, workshops, and one-to-one academic support to all registered students, including apprentices. You can find further information on the [Skills For Success webpages](#).
- **Access to Work** is a government programme which supports people with physical or mental health conditions and disabilities to find work and stay in employment. This includes things like specialist equipment, help with travel costs, and grants to pay for coaching or mentoring. You can find more information about Access to Work on the [GOV.UK website](#).
- The **Disabled Apprentice Network (DAN)** is a free to join network connecting current and previous apprentices so they can share their experiences and views on how apprenticeships can be improved. You can join or find out more on the [DAN website](#). DAN is hosted by [Disability Rights UK](#), the leading organisation in the UK for disabled people.

**University of Essex Apprenticeships Hub**

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