



Bath Spa University: Information for Needs Assessment Centres

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Library Facilities

Wherever possible, BSU aim to meet the individual library needs of disabled users. To achieve this, students are invited to contact the library to discuss their requirements.

For **all BSU campuses**, contact David Rooney:

d.rooney@bathspa.ac.uk

Telephone: (01225) 876769.

Students with an academic access plan apply for access to the RNIB: Bookshare. for E-books. The RNIB Bookshare provides free textbooks in a range of accessible formats that can be read electronically or adapted to suit the personal reading needs of learners. They currently have 583,347 titles with more being added all the time!

Study Support

The Writing and Learning Centre provides students with support with aspects of academic writing including referencing and critical thinking skills. Students can book 1:1 appointments, attend workshops or drop-in sessions to access support with their written work. For further information: <https://www.bathspa.ac.uk/library/writing-and-learning-centre/>

IT

There is free WiFi connection throughout the university which students access via their student login details.

Mac-based courses

3D Design, Creative Media Practice/Contemporary Dance/Graphic Communication/Films and Drama/Drama/Theatre Production/Music/Commercial Music/Creative Music Technology/Final year of FdA in Arts Management/Masters in music/Publishing courses/School of Art and Design all courses/Performing Arts/Fine Arts/Dance/Textile design for fashion and interiors.

Office 365

Bath Spa University students can download Office 365 free of charge on up to five devices—PC/Mac, tablet, or phone by clicking [here](#). Students will have been emailed their Office 365 login details, sent to their Bath Spa University email.

Students can access RefWorks referencing tool using their Bath Spa email address: <http://www.bathspa.ac.uk/library/writing-and-learning-centre>

Medical Service

The University Medical Service is provided by Fairfield Park Health Centre and runs surgeries on Newton Park campus every day during term-time. Students can book appointments to see a doctor or nurse at Newton Park or Fairfield Park.

Students can register at any time with the University Medical Service through the Fairfield Park website: www.fairfieldparkhc.co.uk

Once registered, students can access online appointment booking, request repeat prescriptions, view test results, their medical record and update their contact details.

Mental Health Service

The Mental Health Service works with students that are experiencing mental health difficulties, offering specialist advice, guidance and support to help them maintain their mental health. Practitioners provide professional, short-term interventions and can help students access a range of services.

Students can book an appointment to speak with one of the Mental Health Practitioners about their situation and discuss options.

The service helps students in liaising with external services and making referrals to specialist services.

Students can contact the service directly or book an appointment online.

Students can also access mental health support 24/7 with our [Student Assistance Programme](#).

For further information: <https://www.bathspa.ac.uk/students/student-wellbeing-services/mental-health/>

<https://www.bathspa.ac.uk/students/student-wellbeing-services/student-assistance-programme/>

24/7 Digital Services

Bath Spa University can provide urgent assistance out of hours, and also works with external partners to provide free access to a range of 24/7 digital services.

For more information:

Exams, coursework and assessments

Please note: Content capture is used for lectures wherever possible. Increasingly there is an expectation that students, once familiar with new programmes, use assistive technology in support of access arrangements.

Assessments

The Student Wellbeing Service (SWS) works closely with Student and Registry Services to recommend specific assessment adjustments on the basis of appropriate and specific evidence. Most assessments are designed to be inclusive and therefore are accessible to all students without further adjustments being needed. Students are encouraged to speak with SWS about any adjustments they may need to access their assessments.

The university will consider whether the use of the assistive technology recommended by the assessor, e.g. ClaroRead/TextHelp, Dragon can provide the recommended assessment support.

Academic Access Plan (AAP)

Adjustments are recommended through an Academic Access Plan (AAP) which can be produced once supporting evidence is received, for example, a GP Letter. It includes a brief description of the student's disability/condition as well as recommendations for study in class, timed assessments (including in-class tests), tutorials, placements etc. The AAP will be shared with students via E-Vision and with the academic staff involved in delivering learning and teaching on a need to know basis.

University funded support for student contribution to purchase of laptop

BSU does not automatically contribute to the £200 contribution required by DSA towards the purchase of a laptop, but enrolled students can apply to the [University Access Fund](#) with the necessary evidence following their enrolment as a student at BSU.

Accommodation

If a student requires a specific type of accommodation due to their access needs (as evidenced by NA recommendation or specific medical evidence), the university may be able to consider this. In addition, the cost of the room may be adjusted to meet the difference between the cost of a standard room and the specific room suitable to meet

the access needs, where appropriate.

Campus Accessibility

Details of campus accessibility may be found at :

<https://www.accessable.co.uk/organisations/bath-spa-university>

There is a Quiet Room for the use of students in Main House on the Newton Park campus. Hearing loops are provided at key service points.

Parking

Blue badge holders can park for free in any of the disability bays at the University but they must still register for a Bath Spa University disability permit.

Students who would not normally be eligible for a parking permit, may be able to apply for a permit due to exceptional circumstances. Exceptional Circumstance applications will need to be supported by relevant evidence from a healthcare professional.

For further information regarding a Blue Badge or Exceptional Circumstances permit:

<https://www.bathspa.ac.uk/be-bath-spa/why-bath-spa/life-in-bath/getting-around/>

Accommodation

BSU provides a variety of residential accommodation to meet the requirements of disabled students and those with certain medical issues, e.g. wheelchair accessible rooms, room for carer. There are a few rooms with a visual fire alarm, and vibrating pad alarms are available if a student has a hearing impairment. Separate fridges for individual rooms are not provided by the university but students can request to bring their own if required for medical reasons. Please discuss with the Accommodation team in the first instance.

Disabled students choosing BSU as their first choice when applying for courses can apply to be given priority when allocating rooms.

Students that have specific accommodation needs should contact the Accommodation Service: Tel: 01225 876777 Email: accommodation@bathspa.ac.uk

Preferred NMH Providers

Bath Spa has an academic year of 32 weeks so all recommendations for non-medical

helpers should take account of this. Please contact Student Wellbeing Services to discuss a student with complex requirements.

Our preferred NMH provider is Randstad.

Bath Spa Taxis are the preferred taxi provider. Please contact daniel@bathspataxi.com or ring 01225 31 31 31 for queries/quotes.

Contact Details

Student Wellbeing Services (SWS)

studentwellbeing@bathspa.ac.uk

01225 876543

Kitty Eve – Accessibility Service Manager