



IDENTIFYING LEARNING NEEDS POLICY AND PROCEDURE

1. Policy

During the initial assessment and enrolment process, it is important to notify Camberwell College of any special enquiries and/or identifying special needs to ensure a resolution that allows the learners to have a fair treatment and equal opportunities as the others.

Some of the reasonable adjustment techniques in place include, but are not limited to:

- A separate room with a set of headphones for learners with hearing impairment;
- Opportunity to listen to the recordings twice for learners with hearing impairment;
- Learners with identified dyslexia and dysgraphia are given additional time to complete reading and writing tasks;
- Learners with stage fright or anxiety are given the possibility to deliver oral assignments face to face with teacher in a separate room.

2. Scope

Camberwell College students
Director of studies
General Manager
Teachers

3. Procedure

- Students must inform Camberwell College with Camberwell College Application Form by ticking the disability section.
 - Submit a medical certificate in English if it is required during the enrolment process.
 - Admission will notify the DOS and Campus Manager for preparation of adjustment.
 - DOS will prepare the required adjustment.
- Extra set of headphones
- Speakers and screens with subtitles
- Pre-notification for teachers for extra time in assessment or oral assignments.