



# Wellbeing and Learning Support pocket guide.

Support for neurodiversity, learning difficulty, disability, health and wellbeing and/or mental health issues



# Who we are and what we do.

At BPP we respect your independence but appreciate that you may require support for parts of your studies if you experience neurodiversity, learning difficulty, disability, health and wellbeing and/or mental health issues.

BPP has a multidisciplinary team of Disability Advisors who are based in each region so there is always someone available at your location. You can contact us to arrange a face-to-face meeting, a call, or a virtual meeting via MS Teams.

## How we can help you

As a student with neurodiversity, learning difficulty, disability, health and wellbeing and/or mental health issues, you are covered by the Equality Act 2010. We work with all BPP teams to make reasonable adjustments so you can access all services and participate fully in learning. We want you to be the best you can be.



## Proud to support our students

Whatever your situation, we can help. We support students with dyslexia, dyspraxia, dyscalculia, anxiety, autistic students, blind and visually-impaired students, panic attacks, mental health challenges/difficulties, depression, injury, operation recovery, diabetes, epilepsy, mobility issues, sickle cell, multiple sclerosis, persistent migraines, deaf and hearing-impaired students, heart conditions, HIV, cancer and other health conditions.

## What are reasonable adjustments?

The term “reasonable adjustments” is from the Equality Act 2010. Reasonable adjustments are put in place to make sure students with neurodiversity, disability, physical or mental health conditions aren’t substantially disadvantaged during their studies.

The Learning Support Team offer students reasonable adjustments so that they can reach their full potential. Examples of reasonable adjustments include:

Extra time or rest breaks in examinations, alternative forms of assessment, adjusted timetables, extended library loans, materials in alternative formats, advance materials, study skills support, sighted guides, BSL interpreters, audio recording of lectures, ramp access, assistive technology, accessible materials.

## Tell us and trust us – Disability Disclosure

We encourage you to share with us/ tell us about your neurodiversity, disability, physical or mental health condition at application and registration. You can also contact us directly. The sooner you contact us the earlier we can plan your support with you. Our services are available to all students at any stage of their journey at BPP. The earlier we are able to support you, the more enjoyable and rewarding your learning experience will be.

Everything you discuss with the Learning Support Team will be dealt with in the strictest confidence. It will only be shared with relevant staff at BPP and, where specialist support is provided, with our specialist support staff at Barry Bennett Ltd or Randstad on a 'need to know' basis.

You will be invited to complete a Disability Disclosure Form, giving you the option to restrict who can see your information. We will not share your information with your employers without your consent. We can also offer advice on how to disclose neurodiversity, learning difficulty, disability, health and wellbeing and mental health issues when making applications for employment.

## The 5 steps to Learning Support

- 1 Contact the Learning Support Team.
- 2 Complete a Disclosure Form.
- 3 Discuss your support and send us a Doctor's Note or Educational Psychologist's Report.
- 4 We produce a Learning Support Agreement – outlining your support.
- 5 We arrange support on your chosen course and for exams.



**We listen, consult, reflect and learn from our students; their diversity makes us stronger.** We engage with and support students and strive to improve our services and academic experience through the perspective of Equality, Diversity and Inclusion.

**Nicholas Glossop**  
Head of Inclusion and Learning Support



# Examinations and assessments.

BPP is committed to providing inclusive and fair education for everyone. We will make adjustments to examinations and assessments to ensure that students with a learning difficulty, disability or physical or mental health condition have an equal and fair opportunity to demonstrate their skills, knowledge and understanding.

Some examples of reasonable adjustments in examinations include: extra time, rest breaks, flexible timetables and locations, low occupancy rooms, the use of computers, specialist software, ergonomic equipment, and materials in alternative formats such as PDF and Braille.

## Providing evidence

In order to implement arrangements for your examinations, you will need to provide Learning Support with the appropriate evidence of your neurodiversity, learning difficulty, disability, or physical or mental health condition. A Learning Support Agreement needs to be completed at least one month before your exams.

## If you've not used Learning Support before, don't worry!

We'll guide you through the whole process and answer any questions you might have. Around 14% of students are in receipt of Learning Support, all supported by our friendly and experienced team.

## What we need from you

In order to put support in place, including for examinations and assessments, we require some form of evidence; this could be any one of the following:

- ✓ A letter from a doctor or consultant
- ✓ A report from an educational psychologist
- ✓ A letter from a social worker or counsellor

If you don't have any evidence, it's still a good idea to contact us. We can give you advice on getting appropriate support and what evidence could be used. We can also arrange for an assessment for dyslexia for example. Please ask for details.

Contact **learningsupport@bpp.com** for more information and to make an appointment. Find all our contact details on The Hub/VLE.



# Neurodiversity and Dyslexia.

Neurodiversity refers to the different ways that people interpret and process information. A Neurodivergent person learns, functions, or processes information differently to the way society expects. We all have different interests and motivations, and are naturally better at some things than others. Most forms of neurodiversity are experienced along a 'spectrum'. Some examples include dyspraxia, autism, ADHD and dyslexia. Neurodiversity is more common than people think, and often goes undiagnosed.

People with very successful professional careers, including doctors and lawyers, have been diagnosed as being neurodivergent while studying at BPP.

Dyslexia is also known as a Specific Learning Difficulty (SpLD). Some people who think they may have a specific learning difficulty worry about being tested, they think this may reduce their chances of gaining employment. Having an SpLD is not an indicator of intelligence and the Equality Act 2010 protects people with SpLDs and indeed all neurodiversity in education.

If you think you may be neurodivergent or have an undiagnosed condition that is affecting your studies, it's a good idea to find out for sure.

At BPP we have a network of educational psychologists who are able to provide formal assessments for dyslexia, dyspraxia and dyscalculia. We also have screening for dyslexia available at all sites.

Contact [learningsupport@bpp.com](mailto:learningsupport@bpp.com) for more information and to make an appointment.

## Assistive technology

We have a range of assistive technology in our libraries to assist you with your studies. Ask at the library desk for details. If you are an apprentice, we may be able to help with purchasing specialist software, such as:

- MindView mindmapping software
- JAWS screen reader
- Scanners/video magnifiers
- ZoomText
- Texthelp Read & Write



## Disabled Students' Allowances (University students)

Disabled Students' Allowances (DSAs) are non-repayable grants designed to assist you with the additional costs that you may incur. You may be eligible if you have a disability, including mental health conditions, and specific learning difficulties such as dyslexia, dyscalculia or dyspraxia.

There are four types of DSAs:

1. Specialist equipment allowance
2. Non-medical helper's allowance
3. General and other expenditure allowance
4. Travel costs allowance

If you believe you may be eligible for DSAs and would like further support from BPP University, please contact [learningsupport@bpp.com](mailto:learningsupport@bpp.com) or visit the Inclusion and Learning Support page on The Hub/VLE. Search online for 'Disabled Students Allowances' to find out more.





## Your wellbeing and mental health.

It's time to talk.

Wellbeing and mental health difficulties will affect one in four of us. When this occurs the most important thing you can do is to reach out to another human being. We all have a story, a journey and at times we all need some support along the way. That's just how it is. So come and talk to us, we understand. We really do.

If you are experiencing low mood, changes in your behaviour, low self-esteem, feeling overwhelmed, loss of appetite or isolation, and/or have an existing mental health condition please contact the Learning Support Team to see how we can help. We can also support you with eating disorders such as bulimia and anorexia.

There are many factors that can affect your mood and emotional states and hence your studies, and we appreciate that you may just want to discuss your feelings. If you are experiencing low mood, depression, anxiety, have an existing mental health condition, or just want to talk things through, the Learning Support Team is here for you.

We can support you through the challenges that employment, apprenticeships or university life naturally present.

Contact **learningsupport@bpp.com** for more information and to make an appointment. Find all our contact details and more resources on The Hub/VLE.

## If you are feeling really low or suicidal

Sometimes things can get too much. We feel overwhelmed, or that everything is pointless, or the pressure has just built up and up, or the loss has been too much to bear – you can't see a way out or how you can go on. You may have switched off and isolated yourself from those around you. You aren't talking to anyone at all. You stopped caring, you may feel angry, or you may feel nothing at all.

If this is you and you've stopped talking, stopped caring, or you can't see a way forward or a way out, then it is time to talk. Even though right now you cannot see it, there will be a way forward. Right now, you need some support to help you find it. There's absolutely no shame in this.

Talk to us, get on your device and send us an email, phone us, reach out. We will listen without prejudice. We can help. We understand, we really do.

Contact **learningsupport@bpp.com** for more information and to make an appointment. Find all our contact details on The Hub/VLE.

## The Counselling Service

Taking the first step to talk to someone can make you feel awkward and anxious – but making that decision is the beginning of a more positive chapter in your life.

Counselling is when a client and counsellor set aside time to explore difficulties such as emotional feelings. This involves helping the client see things more clearly, possibly from a different viewpoint.

This can enable the client to focus on feelings, experiences or behaviour, with a goal of facilitating positive change.

Counselling is a relationship of trust. Confidentiality is paramount to successful counselling. The service will explain their policy on confidentiality. Note that they are required by law to disclose information if they believe that there is a risk to life.

Please contact the Counselling Service at **www.totalwellness.info**

Please note that the service is free to all students. The Learning Support Team will also be able to help you.



## Safeguarding

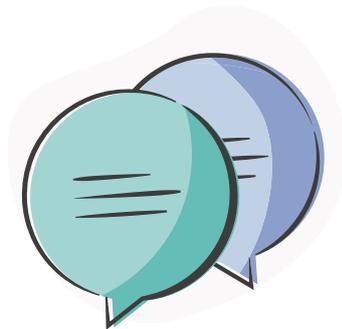
Safeguarding students involves:

The protection from maltreatment or significant harm and the prevention of impairment to health and development. Ensuring that all students have the opportunity to be safe and have effective care.

If you are experiencing any of the following or think you may be, or if you have concerns about a friend or family member, please contact **safeguarding@bpp.com** for confidential advice and support from our specially trained team:

- Harassment or bullying
- Forced marriage
- Abusive rituals
- Sex working
- Drug or alcohol issues
- Physical abuse
- Sexual misconduct, abuse or harassment

- Emotional abuse
- Neglect (access to food, home, heating, etc.)
- Witnessing domestic violence
- Financial abuse
- Institutional abuse
- Discriminatory abuse
- Female Genital Mutilation (FGM)
- Pressure from gangs
- Radicalisation



## The Legal Bit

Did you know that in Britain, the Equality Act 2010 and Human Rights Act 1998 protect you and ensure that you are able to live, work and study in an open and tolerant society? Respecting the values and beliefs of others is an important step towards community cohesion, personal and professional development. At BPP and in the UK, you will be exposed to values and beliefs which may be different from your own. Responding in a respectful way is a true sign of professionalism and demonstrates a maturity, which will assist you in building a truly global perspective.

At BPP, our values ensure that we learn through understanding and tolerance, with the ability to challenge divisive or radical threats to tolerance and respect.

Don't be a bystander! If you see or experience anything that doesn't sound or look right including discrimination or harassment, please let us know and we will follow it up in a sensitive and professional way. Please email: **inclusion@bpp.com**.

# Terminology.

Term	Definition
<b>Disability</b>	A physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities.
<b>Health Condition</b>	A condition such as a heart condition, cancer, HIV, high blood pressure, epilepsy, MS, broken limbs, fibromyalgia, bronchiolitis, bulimia. Full list here: <a href="http://www.nhs.uk/conditions">www.nhs.uk/conditions</a>
<b>Invisible or Hidden Disability</b>	Includes mental health, autism spectrum conditions, chronic fatigue, a chronic illness which 'flares up' at times and reduces at other times, or specific learning difficulties like dyslexia or ADHD.
<b>Self-Care</b>	Self-care is any deliberate activity done to take care of mental, emotional and physical health. Ranges from brushing our teeth to exercise, meditation, reflection, eating and sleeping well.
<b>Resilience</b>	The psychological capacity to adapt to stressful circumstances and to recompose after adverse events: An ability to self-regulate, set boundaries, foster self-awareness, be accepting, look for meaning, adopt self-care habits, seek support as required.
<b>Wellbeing</b>	A broad concept relating to the following areas in particular: physical and mental health and emotional wellness. Control by the individual over their day-to-day mental and emotional states.
<b>Mental Health</b>	A person's psychological and emotional states. Realises their potential, can cope with the normal stresses of life, can work productively and fruitfully.

<b>Welfare</b>	A person's health, happiness and prosperity. When health and mental health are defined as good and external factors are not adversely affecting the individual.
<b>Meditation</b>	A practice where an individual uses a technique – such as mindfulness, or focusing the mind on a particular object, thought, or activity – to train attention and awareness, and achieve a mentally clear and emotionally calm and stable state.
<b>Learning Support</b>	BPP support service for students with disabilities and health conditions including mental health conditions.
<b>Counselling</b>	Counselling is a talking therapy that involves a trained therapist listening to you and helping you find ways to deal with emotional issues.
<b>Exam stress</b>	Some stress is useful – exam stress is a normal part of academic study and this should be recognised.
<b>Stress (excessive/ anxiety)</b>	Medical or biological stress is a physical, mental, or emotional factor that causes bodily or mental tension. Stress can cause or influence the course of many medical conditions including psychological conditions such as depression and anxiety.
<b>Burnout</b>	A state of emotional, physical, and mental exhaustion caused by excessive and prolonged stress. It occurs when you feel overwhelmed, emotionally drained, and unable to meet constant demands.
<b>Reflection</b>	The examination of one's own conscious thoughts and feelings. In psychology the process of reflection relies exclusively on observation of one's mental state.

<b>Mindfulness</b>	Maintaining a moment-by-moment awareness of thoughts, feelings, bodily sensations, and surrounding environment, through a gentle reflection.
<b>Safeguarding</b>	To protect the health, well-being and human rights of individuals, in particular young people and vulnerable adults — to live free from abuse, harm and neglect.
<b>Breakdown (Mental)</b>	A period of intense mental distress. During this period, the person is unable to function normally in their everyday life.
<b>Body Image</b>	Body image is how we think and feel about ourselves physically. Sometimes, we worry about how we look or what our friends think about our body.
<b>Eating Disorder</b>	A range of psychological conditions that cause unhealthy eating habits to develop. They might start with an obsession with food, body weight, or body shape.



## Contact us.

- ✉ [learningsupport@bpp.com](mailto:learningsupport@bpp.com)
- ✉ [safeguarding@bpp.com](mailto:safeguarding@bpp.com)
- 🌐 [www.totalwellness.info](http://www.totalwellness.info)

### Media

- 🎧 BPP Diversity Series Podcasts
- 🌐 BPP Hub
- 📷 BPPDiversity
- 🐦 @BPPInclusion
- 📘 BPPDiversity



Your story makes you stronger.

✉ [\*\*inclusion@bpp.com\*\*](mailto:inclusion@bpp.com)

🐦 [\*\*@bppinclusion\*\*](https://twitter.com/bppinclusion)

🌐 [\*\*bpp.com/study/support\*\*](https://bpp.com/study/support)

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