

## REGISTERING WITH THE DISABILITY SERVICE

To register with the Disability Service, sufficient evidence of a medical condition, disability or specific learning difficulty must be provided.

### What medical evidence is required?

For attention deficit (hyperactivity) disorders, autistic spectrum disorders, medical or health conditions, visual or hearing impairments, mental health difficulties and mobility difficulties a **letter or medical report** from, depending on the nature of the condition, a general practitioner, medical consultant or clinical psychologist is required. The letter or report should clearly outline:

- The name of the condition and its associated symptoms.
- When the condition was diagnosed.
- The implications of the condition on everyday life e.g. the effect it has on day to day activities; the effect it has, or can be expected to have on academic studies.
- If the condition, due to its nature can fluctuate i.e. flare up or become worse at times.
- How the condition is being treated or managed.
- If there are any side effects of medication.

For Specific Learning Difficulties (e.g. Dyslexia, dyscalculia) a full diagnostic assessment report, from a Chartered Psychologist or Specialist Teacher who holds a current practising certificate in Specific Learning Difficulty (SpLD) Assessment is required.

For any students presently not in possession of a full diagnostic assessment, but who are seeking one, a full diagnostic assessment cannot be carried out remotely in the current circumstances. Some assessors are able to assess face-to-face at this time and if this is possible, this is recommended. As an exceptional measure until **31<sup>st</sup> March 2021** - to enable students with SpLDs to have support arrangements in place, Disability Services can accept 'evaluations of need', which can be carried out remotely, as evidence of SpLD. Please contact the Disability Service for information regarding arranging a diagnostic assessment or 'evaluation of need'.

## **How can I register with the Disability Service?**

Please follow the link below to start your registration with the Disability Service:

[Disability registration questionnaire](#)

If you have already completed the registration questionnaire, but have additional medical evidence, please upload it via this link:

[Additional medical evidence](#)