

Disability Discrimination Policy

Policy Review Committee

Chairman **Mike Burrows**

Secretary **Tracey Crutchley**

Section 1 – Introduction

This policy concerns the implications of the “The Disabilities Discrimination Act Part 4” as it applies to Forum employees and volunteers and students attending the Windmill Hill Telematics Centre.

Access

Forum employees and volunteers, and students are made aware of the existence of this policy and have open access to it:

- On paper in a folder in the Telematics Centre
- Electronically on the Forum website at www.whcf.org.uk/policies

This policy is reviewed annually and may be revised in response to feedback from Forum personnel and external organisations.

Section 2 – Policy Statement

The Windmill Hill Community Forum and Telematics Centre will both anticipate and respond to the likely needs of disabled employees, volunteers, students or visitors using our premises. In this context “disabled” is taken to include people with:

- Physical or sensory impairment
- Dyslexia
- Medical conditions
- Mental health difficulties
- Learning difficulties
- Where possible
- Where possible
- Where possible

This Disability Discrimination Policy will be applied in conjunction with our Equal Opportunities & Diversity Policy.

Section 3 – Implementation

Employees, tutors and volunteers are to implement this policy in conjunction with our Equal Opportunities & Diversity Policy.

Forum employees and volunteers are expected to disclose any disability they might have when taking up their position with the Forum.

Telematics Centre Tutors are also to encourage students or potential students, to disclose a disability where one exists.

Where possible, access to the Windmill Hill Forum & Telematics Centre, and access to work and learning stations, will be adapted to allow disabled employees, volunteers or students to work comfortably.

Where possible all systems, procedures and working practices will be adapted to allow disabled employees, volunteers or students to work to their full capacity.

Where the needs of a disabled employee or volunteer, or any potential employee or volunteer, cannot be reasonably met, then the Forum will actively seek alternative opportunities for them.

Where the needs of a disabled student, or any potential student, cannot be reasonably met at the Telematics Centre, then the Forum will refer them to an alternative learning provider.

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Revised by Mike Burrows

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