

Apprentices with Additional Learning Needs

If you're an Apprentice and have additional learning needs, this can be identified:
at application stage and/or during your apprenticeship programme



The University's Student Support and Wellbeing (SSW) team will give you a form to declare your additional learning needs before you have an interview with one of our advisors.



At the interview, the SSW advisor will discuss your needs and advise you on the support available. They may also use diagnostic assessments to help them to produce a **Tutor Awareness Sheet**.



The advisor will make recommendations for your tutor to put support arrangements in place for you during your apprenticeship.

If you receive a recommendation to arrange a **Needs Assessment**, then your faculty will provide you with details of the organisation to contact to carry out this assessment on our behalf.

If you receive a recommendation to arrange a **Diagnostic** then your faculty will provide you with details of the organisation to contact to carry out the diagnostic on our behalf.

If you receive recommendations with **supporting actions** then your faculty will put these support arrangements in place using one of five of our selected providers.

The Student Support and Wellbeing team at the University (below) will support you in putting these arrangements in place and will co-ordinate claiming funding from the Government's Education and Skills Funding Agency (who fund your apprenticeship through your employer).

SSW contact Student Support and Wellbeing

Tel: (01902) 321074 Email: SSW@wlv.ac.uk or complete the contact form <https://www.wlv.ac.uk/current-students/student-support/student-support-and-wellbeing-ssw/ssw-contact-form/>

Your Tutor Awareness Sheet will include an action plan. Your tutor will review this with you during your tutor reviews and skills coach reviews to ensure you are receiving the support set out in your action plan.

