

MSE: POLICY FOR STUDENTS WITH LEARNING OR PHYSICAL DISABILITIES

Aims:

To uphold the Mayfair School of English's *Commitment to equal opportunities* by making to the school's facilities and academic services accessible to as wide a range of potential students as possible, as per our *Mission Statement*, including those with learning or physical disabilities.

In line with the above, Mayfair School of English is committed to welcoming and providing support students who have a physical or learning disability; including but not limited to, the following:

- wheelchair users
- the sight-impaired
- the hearing-impaired
- those with dyslexia
- those with dyspraxia

Facilities and site access:

In addition to this written undertaking, our school's commitment to inclusivity is underpinned by considerable investment at our recently-refurbished new site at 103a Oxford Street. Our site provides the following facilities to increase access for students with physical disabilities:

- Lift access from street level to all floors of operation
- Disabled toilet on 5th floor
- Interactive classroom technology (interactive whiteboards) with high-resolution display
- Stereo sound for the above

Enrolment:

Potential students are required to inform us of any physical disability or other health issue which may affect their ability to study as in enrolment documentation as part of their application. Mayfair School of English requests this information in order to ensure the safety of all students it accepts onto courses in the school and to enable our staff to provide all practicable support where possible as per our *Mission Statement*.

Mayfair School of English reserves the right to decline applications where it is felt that the nature of the applicant's disability makes it impracticable for us to accommodate them; i.e. because our centre is not suitable and could constitute an unsafe environment for someone with the disability in question. In the case of individuals with a disability of this nature, who have not declared this fact during the enrolment process, the school similarly reserves the right not to accommodate them on the same grounds. In such cases, the school will refund all course fees paid in line with its terms and conditions and provide all practicable support to assist the individual in find a suitable programme of student at another institution,

Post-enrolment:

In line with its Mission Statement and all other MSE Policies, where a student with a learning or physical disability is accepted onto a course of study at Mayfair School of English, the school will provide all practicable support to ensure that the student is able to follow their course safely and productively. In such cases all relevant teachers, students and other members of staff will be made aware of particular needs of the students concerned to facilitate the above.