

Guidance

- Your report should be 1000 words or fewer. You should write in all three sections, but it is up to you to decide how much weight to give each section.
- Your report should be submitted one week before the date of each Scrutiny Panel. Completed reports should be emailed to r.nadeem@guild.bham.ac.uk or l.gill@guild.bham.ac.uk
- You will have two minutes at the beginning of each Scrutiny Panel meeting to supplement your report with a verbal update.

Officer:	Imogen Mann (Disabled Students' Officer)
Date of panel:	4/10/2020

Written Statement action plan

This section is for you to track your progress on your written statement priorities, as outlined in your action plan. The "context" section of the document can remain the same for each panel.

Written Statement Item #1	
Launch a Hidden Disabilities campaign	
Context:	Raising awareness of hidden disabilities within the university setting is key for every student to succeed. This acknowledgment will help to raise awareness, reduce stigma and provide vital support for those that need it.
Progress:	Hidden Disability Sunflower lanyards were purchased by the University for students. I am planning a panel discussion on Hidden Disabilities during Disability History Month. This was also included in the NSS report for the university.

Written Statement Item #2	
Push for the use of subtitles in Panopto and increase accessibility of lectures	
Context:	Accessibility of course material is a key aspect of making higher education inclusive to all. The new accessibility requirements that came into force in September this year mean that online documents and videos produced must be in an accessible format – meaning subtitles on lectures.
Progress:	The University has agreed to add subtitles to all lectures, however they are showing as very inaccurate and there has been delays in solving this issue.

Written Statement Item #3	
Campaign for increased inclusivity and accessibility of sports	
Context:	There are currently few accessible sports options at the University of Birmingham and this needs to change.
Progress:	Worked with the Disability Sports Officer from the University of Nottingham and the Sports Officer to develop my plans. Tried introducing a para-swim squad into the Uni team, but this has been side-lined due to COVID. Pushed for quiet time in the gym, however this has been delayed due to COVID. Social media posts showing the sports that are accessible and inclusive of students with disabilities. Started the process of introducing wheelchair basketball.

Role and responsibilities

This section is for you to write about any projects you have been working on or meetings you have been to that you think are of particular importance to your remit.

Meeting / project	Outcome for students
NSS	Developed a plan of action to improve student experience.
Inclusivity training	Plans to deliver training to society committees to advise on inclusion of students with disabilities. Plans to deliver to Student Mentors to advise on how to help students in accommodation.
Disability page on the Guild website	I have been in communication with Linzi Sandbrook about developing the page on the Guild's website for disability. This is still in progress, but it will be a hub for useful information.
Welcome events	I did a welcome presentation for students with disabilities during welcome week and also did a welcome presentation for the CAL students with disabilities.
Disability Buddy Scheme	I have been working with Amie (Activities Officer) to set up a buddy scheme for students with disabilities, however this has been slow progress due to the workload involved with it.
Resource for students with ASD	I produced a video for disability services outlining my role and the support available to students with ASD. I also made a document with sports and societies that were inclusive of students with ASD.
UoBe Festival Accessibility	I met with Zia Bresnahan to advise her on accessibility of the UoBe festival next year.
Disability History Month	I have been planning DHM with student voice.

	<p>We have developed a plan to collaborate with other student unions.</p> <p>I am developing a welcome video to introduce the event.</p> <p>I am leading a panel discussion for hidden disabilities, involving various SU officers, to raise awareness of hidden disabilities.</p> <p>Working with the International Officer to develop events for international students.</p> <p>Setting up a hidden disabilities gardening session with the conservation volunteers.</p> <p>Working with WANBA to put on an event exploring feminism and disabilities.</p>
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Ideas and policy

This section is for you to report on progress made to ideas and Guild policy that you have been mandated to work on. You only need to update your actions taken. You can also add ideas or policy as they are passed through the year.

Idea / policy	Action taken since last Panel
Idea / policy title	Short update on progress since last Scrutiny Panel

Other student issues, meetings or projects to note:

- Dealt with numerous personal enquiries from students, signposting them to useful resources or giving them support and advice when necessary.
- Meetings with student voice and various officers around MDS and the way they handle RAPs. Also had discussions over improvement of their poor delivery of disability education.