

Policy Name	Supports for Learners Policy
Policy Code	ETP 7
Policy Author	Head of Training & Quality
Revision Number	3
Draft Date	August 2020
Expected Revision Date	+2 Years

7.1 Supports for Learners Policy

7.1.1 Policy Statement

Elevation Training is committed to providing learning support to all learners so that they can achieve their academic and personal goals while meeting the academic standards of each programme.

Individual learning styles are embraced and accommodated with learners of all styles being supported to flourish throughout their learning journey.

Staff and tutors are equipped with the skills to recognise when a learner requires additional support with additional support being facilitated internally where possible. Alternatively, staff and tutors engage with Elevation Training's mechanisms to assist learners to access external supports.

To achieve a learner-centred approach, each learner group elects a class representative who voices concerns or queries to Elevation Training staff. Learner representation is also achieved through membership of the academic board. Feedback is welcomed ([ETPR 10.3](#)), and the learner input contributes to the overall quality assurance.

7.1.2 Scope

This policy applies to all learners.

7.1.3 Who is responsible

The Programme and Compliance Manager is responsible for implementing this policy.

Working Documents
Learner Handbook
Equality & Diversity Policy (ETP 3.06)
Reasonable Accommodations Procedure (ETPR 6.03)
Reasonable Accommodations Form
Personal Circumstances Procedure (ETPR 6.10)
Personal Circumstances & Deferral Form
Assessment Review and Appeals Procedure (ETPR 6.07)
Appeals Form
Learner Support Provision Procedure (ETPR 7.1)