# G289 – Supported Learning and Assistive Technologies

Gardiner Associates Training & Research

## Introduction

GATR are committed to supporting learners who require assistance. This policy should be read in conjunction with our Access to Fair Assessment and Training policy (GA 284.)

## Learning Site Application

The courses are built on the Moodle platform. This provides clear accessibility to text to speech software such as Read & Write Gold, ReadSpeaker etc. It is advisable for learners to access their own organisation Text to Speech software as they should be familiar with this, rather than having to learn a new one. If this cannot be accessed, the course will provide text to speech through MS Edge or any other web-based browser.

## Level 2 Introduction to Fire Investigation

The Level 2 Introduction to Fire Investigation (L2) course and assessments are all web-based. The program has been designed to take advantage of assistive technologies for any device, web-browser and input devices; therefore, learners may adjust any screen settings e.g., font size and type, screen size, screen background tint as for the web-browser or device the learner uses. The program also allows for a number of screen-readers as stated above.

GATR considers that the allocated two-months to complete the course is suitable for most circumstances, however this may be extended if learners require more time in circumstances where supported learning is required. Learners should contact their tutor if this is the case. These conversations will be treated in confidence. Learners may revisit any page within the learning module as many times as they need.

The course is designed around text, videos, images and confirmation Question and Answers. The online documents are provided to ensure each learner has full access to them to provide further reading and context around the subject. Due to Copyright, GATR are unable to print our modules or learning material apart from documents available to download (pdf) however all the

supplementary documentation can be downloaded to aid the learner and module extracts can be printed through copy and paste process.

Part of the process in understanding the modules or completing the questions may require further reading within the documents provided, therefore there is no time limit on the completion of each module.

## Assessments

Level 2 assessments are all completed online. Where a learner has difficulty with any aspect of the assessment, they should contact their cohort tutor who can assist by talking the learner through the assessment. The assessments have no time limits. Tutors can provide further attempts outside the allocated 3 attempts if required once the tutor has confirmed the learner understands the question.

## Internal Quality Assurance

GATR ensures through our internal quality assurance processes that attention is paid to the need to ensure access to learning and assessment by all learners through:

- Monitoring assessment materials.
- Offering special arrangements to learners, who may not be able to fully demonstrate their abilities in prescribed assessment situations, provided that this does not unreasonably affect the standards and outcome of the assessment.
- Monitoring all complaints, enquiries and appeals that may suggest discriminatory practice.

## Contact

To discuss anything which may relate to any learning support issue contact should be made to:

Head of Centre, GATR Assessment Centre, enquiries@gatr.co.uk

**Postal address and telephone contact:**

Gardiner Associates Training and Research (GATR)

Phoenix House, 251 Carr Road, Northolt, UB5 4RN

Tel: 0845 83 99 838

Mob: 0758 184 3737

We will respond within 5 working days of receipt.

We will work with all parties to ensure that learning opportunity is promoted throughout our products.

**Policy Review**

This policy will be reviewed by the Head of Centre and IQA on a yearly basis and revised as necessary in response to lessons learnt, customer feedback, changes in legislation and guidance from Skills for Justice Awards.

Our policies are available on our Online Learning Portal.