

How to transform your organisation through disability equality Meeting the needs of your staff

Tuesday 21 September 2010
Birmingham



This interactive workshop will be relevant to:

Those with an interest in and commitment to whole organisation disability equality in all areas of lifelong learning including:

- Strategic leaders and managers – principals, heads of service, chief executives, directors
- HR directors
- Premises and campus managers
- Equality and diversity managers and champions
- Disabled staff in consultation and involvement forums within their organisations
- Other staff throughout the lifelong learning sector.

The lifelong learning sector includes FE colleges, sixth form colleges, adult and community learning, work-based learning, museums, libraries and archives, higher education institutions.

Training Context

In March 2008, the Commission for Disabled Staff in Lifelong Learning, initiated and supported by NIACE, launched its final and summary reports under the title 'From Compliance to Culture Change'
www.niace.org.uk/projects/commissionfordisablestaff/Default.htm

The Commission had a number of key messages:

- The vital need for proactive strategic leadership and management for disability equality
- The need to move from making 'reasonable adjustments' for disabled people to anticipating and preparing for their full inclusion

- Mandatory Disability Equality Schemes for learning organisations in the public sector (sometimes subsumed into Single Equality Schemes) being an excellent basis on which to achieve culture change
- Systemic failure in public policy to address the requirements of disabled staff to the extent that there is widespread institutional discrimination
- Lack of progress in achieving disability equality for employees compared with disability equality for learners.

Crucially, the Commission believed that implementing its recommendations not only benefits disabled staff but goes to the heart of ethical and effective organisational functioning: achieving disability equality will bring improvements for everyone.

The **Disability Equality Implementation Group (DEIG)**, a sector-led group with administrative support from LLUK, the sector skills council responsible for the workforce in lifelong learning, has continued the commission's work to oversee implementation of the recommendations. DEIG, at the link <http://www.lluk.org/disability-equality-implementation-group%20.htm> has published two guides for the sector about attracting disabled people to work in the lifelong learning sector and disability disclosure, accessible at these links: - http://www.lluk.org/documents/attracting_disabled_to_employment_in_the_lifelong_learning_sector.pdf

NIACE is represented on the DEIG and offers this training, consultancy and other expertise to support DEIG's vital agenda.

Please retain pages 1 - 4

Objectives

The workshop aims to:

- Introduce the work of the LLUK Disability Equality Implementation Group (DEIG), following on from the report of the Commission for Disabled Staff in Lifelong Learning
- Establish the importance of disability equality as of benefit to disabled people but also to whole organisations
- Enable lifelong learning organisations to implement the relevant recommendations of the Commission
- Assist lifelong learning organisations in meeting their Disability Equality Duty
- Explore proactive ways of achieving disability equality
- Prepare lifelong learning organisations to have the confidence to make the disability equality commitment.

Training outcomes

By the end of the session, participants will have:

- Demonstrated understanding of the work of the LLUK Disability Equality Implementation Group and the Commission for Disabled Staff
- Undertaken activities to underpin understanding of the Commission's recommendations
- Explored resources useful for delivering disability equality
- Discussed the recommendations and established the current position of their organisations in relation to them
- Undertaken action planning to achieve implementation of the recommendations and meet the requirements of the LLUK disability equality commitment

- Investigated proactive ways of identifying, recruiting, supporting and developing disabled employees
- Explored scenarios involving disabled employees and examined the legal position
- Resolved and clarified outstanding issues.

Principles underpinning the workshop

They will be:

- Based on inclusive and participative practices whilst taking into account individual participants' needs and learning preferences
- Accessible and flexible
- Conducted in a stimulating environment, taking into account, respecting and valuing the diverse experiences of participants - whose contributions will be assimilated constructively into the day.

For more information, to download an application form or to reserve a place online, visit the NIACE website:

<http://www.niace.org.uk/events>

Enquiries to NIACE Events Team - Tel: 0116 285 9661 / E-mail: courses@niace.org.uk

Programme

- 09:30** Arrival and registration (tea/coffee available)
- 10:00** Welcome and introduction to the day
Objectives for the day
- 10:10** Background to the LLUK Disability Equality Implementation Group (DEIG) and Commission for Disabled Staff
- 10:30** Saying and doing the right thing
- From medical to social model
 - The language of disability and impairment
 - From 'reasonable adjustments' to an 'anticipatory' approach
 - Discussion and feedback.
- 11:40** Resources for disability equality
- 12:00** The Commission's 11 recommendations for lifelong learning organisations and how they can be adopted through the LLUK disability equality commitment
- 12:30** Lunch (with opportunities for further informal exploration of resources)
- 13:15** Exploring the recommendations and planning action – group discussion on the recommendations:
- Which are most important and which are most problematic?
 - Questions
 - Points of information.
- 13:45** Scenarios involving disabled staff and the legal position
- 14:30** Proactive ways of achieving disability equality
- effective disclosure
 - using targets and benchmarking
 - innovative projects and reaching out
 - innovative ways of working
 - physical/premises adjustments.
- 15:15** Summary of the day – the transforming potential of disability equality
- 15:30** Evaluation and close (tea/coffee available)

This programme is correct at the time of going to press. The organisers reserve the right to make changes to the published programme in the event of one or more of the advertised speakers being unable to attend. Delegates have no claim against NIACE in respect of such changes.

Event Information

- Arrival and registration is at 9:30am for a 10:00am start. The event will end at 3:30pm.
- Event fee per person: £170 (Non NIACE members rate)
Event fee per person: £145 (NIACE members rate)
(includes lunch, tea/coffee)
NB: NIACE does not charge VAT on conference or course fees.
- Only application forms with the payments section completed will be processed.
NB: If you wish us to invoice your employer we require a copy of the Purchase Order before the form is processed.
- Places will be allocated in order of receipt of completed application forms (one form per person)
- Video cameras will be in use at this conference. If you do not wish to be photographed or appear on the video outputs please indicate this on the application form and make yourself known at registration
- Learners can opt out of displaying their names on the list of participants. Please indicate this on the application form
- Participants should be prepared to take their own notes as there will not be handouts for all sessions
- If you have not received an e-mail confirming your attendance and joining instructions 4 working days before the event please contact:

Raksha Kanani

Tel: 0116 204 2811

Fax: 0116 285 9670

Minicom: 0116 255 6049

E-mail: courses@niace.org.uk

Application Conditions

Event: Tuesday 21 September 2010

Closing Date: Thursday 9 September 2010

- Cancellations will only be accepted if received in writing before the closing date and will be subject to an administration fee of £50
- The full fee is payable prior to the event
- Substitutions are to be advised **5 working days** prior to the event
- A **10 working days** notice period is required for provision of electronic note-takers, sign language interpreters and transcription to Braille
- Completed and signed application forms must be faxed or posted to NIACE by the closing date. Reservations by telephone cannot be accepted
- Application forms are individually acknowledged by e-mail. Joining instructions, including map and directions, will be e-mailed out one week before the event.
- NIACE reserves the right to reject applicants who are not from the target audience list.

NIACE, the National Institute of Adult Continuing Education, was founded in 1921. The National Institute seeks to secure an education system responsive to the diversity of adults' needs and aspirations as learners, and in particular to those who benefited least from initial education. It is our belief that a system fit for adults of all ages and in all their complexity will work better for all learners.

The National Institute is active in many areas - in research, development, publishing, seminars, conferences and training courses, and has an active individual membership.

NIACE is a company limited by guarantee.
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NIACE Events Team
Renaissance House, 20 Princess Road West
Leicester LE1 6TP

Tel: 0116 204 2811 Fax: 0116 285 9670

Minicom: 0116 255 6049

E-mail: courses@niace.org.uk

<http://www.niace.org.uk/events>



INVESTOR IN PEOPLE



promoting adult learning



Please PRINT a copy, complete and return. Please complete the application in **BLOCK CAPITALS**.

My organisation has authorised my attendance on **Tuesday 21 September 2010, Birmingham**

Participant's details

Title _____ Full name _____

Job title _____ Organisation _____

Daytime tel No. _____ Mobile No. _____ Fax No. _____

Please provide an e-mail address that is your own and regularly accessed as this will be used to send you joining instructions.

E-mail

Address _____

Postcode _____

This is my Home address Work address

Joining instructions will be sent by e-mail, if you would prefer to receive these by post, please tick this box

Payment - NIACE does not charge VAT on conference/course fees (The signatory is responsible for payment)

Event Fee per person: (includes lunch, tea/coffee)
 Event fee per person: **£170** (Non NIACE members rate)
 Event fee per person: **£145** (NIACE members rate)

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- I enclose a cheque for £..... made payable to NIACE
- Please send me a receipt
- I enclose Purchase Order No. _____ and request you to invoice my employer for £.....

Please note that the absence of a Purchase Order/ Order Number will delay the processing of your application form.

Invoice address:

Please debit my credit/debit card with the value of £.....

We do not accept payment by AMEX

Valid from: Expires on:

Three digit security code on reverse of card:

Issue No: (Switch/Maestro)

Name as it appears on the card:

Cardholder's signature:

Cardholder's address:

Participant's requirements

I have no special requirements	I will require a hearing loop
I will need support for my visual impairment	I will need wheelchair access
I will need an electronic note-taker	I will need facilities for an assistance dog
I will require a sign language interpreter (please specify)	
I require event materials in a specified format (please specify)	
I have the following dietary requirements (please specify)	
I have further additional requirements (please specify)	
NB: I do not wish to be photographed or filmed at this conference	
NB: I am a learner. Please omit my name from the list of participants	
NB: I am accompanying a learner. Please omit " _____ " from the list of participants	

NIACE requires a 10 working days notice period to make arrangements for electronic note-takers, sign language interpreters and transcription to Braille.

Sectoral Monitoring

Adult Education College	Community Education Provider	Further Education
Government Body	Higher Education	Information/ Guidance Provider
Learning and Skills Council	Libraries, Museums, Archives, Arts	Local Government (inc. Ed Authorities)
Media	Offender Education	Open, Distance or e-learning Provider
Union	Vocational Education and Training	Voluntary Sector and Charities

Ethnic and Equal Opportunities Monitoring

Bangladeshi	Black African	Black Caribbean	Chinese
Dual Heritage	Indian	Other Asian	Other Black
Pakistani	White	Any other ethnic group	
Gender	Female	Male	
Age	Up to 25	25 - 50	50 - 75
			75+

Agreement - I accept the NIACE Event Information and Application Conditions

Signature	Date

C1960/0910

Event Date: Tuesday 21 September 2010
Closing Date: Thursday 9 September 2010

Data Protection Act

The National Institute of Adult Continuing Education (NIACE) is registered under the Data Protection Act 1998 (Registration Number Z7412510). Personal information supplied to NIACE will be stored securely and used in relation to NIACE's work. Full details of the purposes for which NIACE processes personal information is in our Data Protection Register entry, which can be found on the Information Commissioner's website www.informationcommissioner.gov.uk. At no time will we divulge personal information to third parties without your express consent. Participants may be contacted by letter or e-mail with details of future events and publications organised or promoted by NIACE which may be of interest to you. Database mailing update forms are sent out periodically. These provide you with the opportunity to have your details amended or deleted from the database. If you wish to receive such further information please tick this box

Please return completed application form to Raksha Kanani: Fax: 0116 285 9670
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