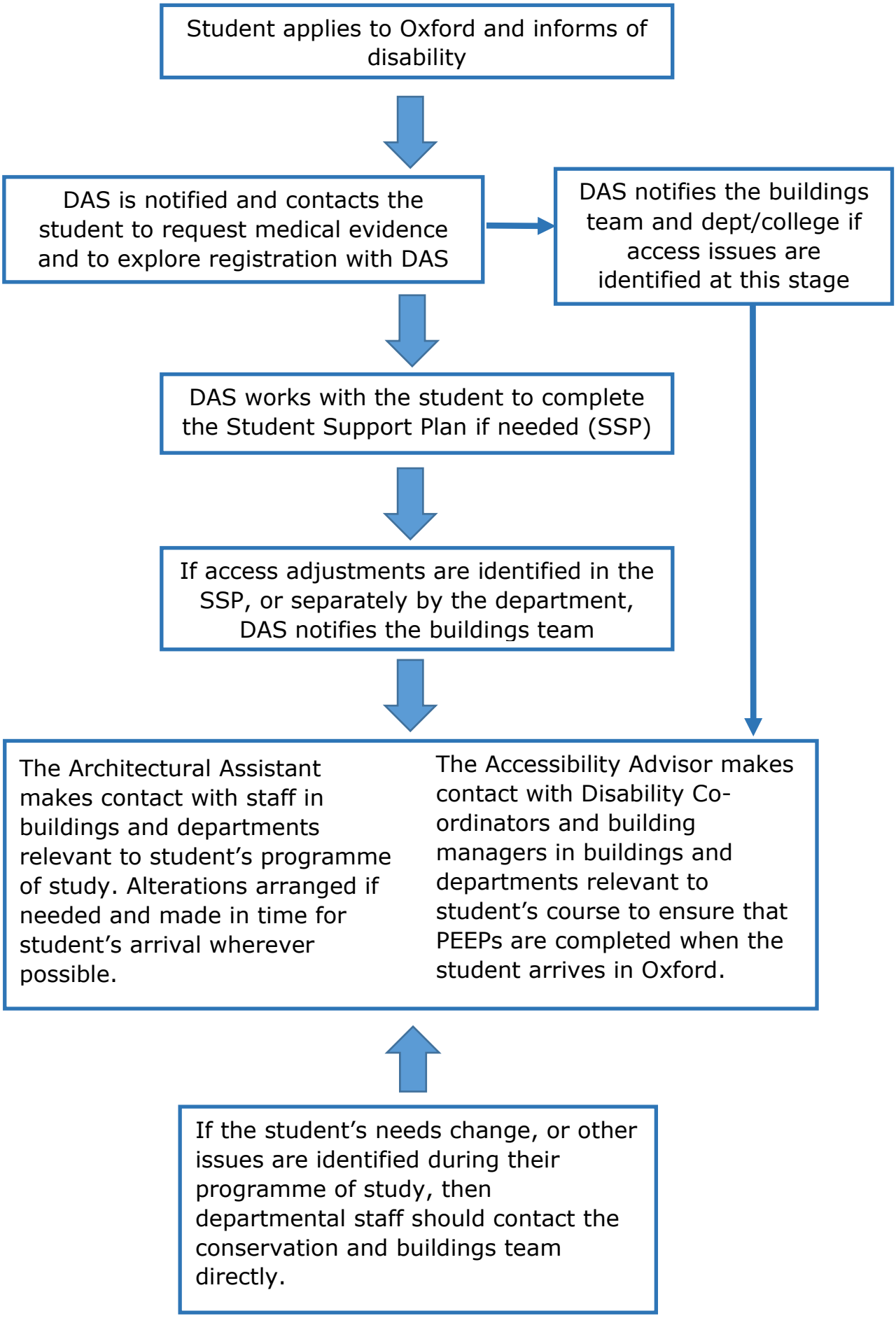
Student applies to Oxford and informs of disability
DAS is notified and contacts the student to request medical evidence and to explore registration with DAS
DAS notifies the buildings team and dept/college if access issues are identified at this stage
DAS works with the student to complete the Student Support Plan if needed (SSP)
If access adjustments are identified in the SSP, or separately by the department, DAS notifies the buildings team
The Architectural Assistant makes contact with staff in buildings and departments relevant to student's programme of study. Alterations arranged if needed and made in time for student's arrival wherever possible.
The Accessibility Advisor makes contact with Disability Co-ordinators and building managers in buildings and departments relevant to student's course to ensure that PEEPs are completed when the student arrives in Oxford.
If the student's needs change, or other issues are identified during their programme of study, then departmental staff should contact the conservation and buildings team directly.