

Draft UCLMS Disability, Health and Well-being Action Plan 2019/20

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Used resources to identify key issues: Employee Assistance Programme (occupational health), UCLMS Student Support, HR, Staff Survey, Research sub-group, questionnaire, UCL Wellbeing Strategy, UCL & UCLMS Strategic Priorities, UCL Education Strategy, UCL EDI Strategy, UCL Inclusive Curriculum Health Check.

Identified issues	Action points for improvement (if capacity allows)	Timescale	Resources	Responsible	Success Measures
Belonging					
<ul style="list-style-type: none"> - Staff and students can be afraid to disclose DHW issues due to stigma and because of fear for negative consequences for fitness to practice/work - This may cause staff and students to feel isolated/lonely at UCL and in general 	Organise an annual/termly event so: <ul style="list-style-type: none"> - DHW students/staff can meet each other - Staff may provide additional info on any services and/or - Talk to students/staff to get an informal feel for any existing issues 	Feb 2021	Room Bites&Drinks DHW staff	MS	Good attendance and positive evaluation
	Increase the visibility of DHW staff/actions by <ul style="list-style-type: none"> - Publishing details of the DHW committee online 	Sept 2020	DHW staff	MS	Output online

	(e.g. EDI committee webpage, UCLMS website) - Including DHW content in UCL newsletters - Create a DHW twitter				
Curriculum					
DHW issues may not be sufficiently represented in the curriculum	Check the curriculum for any DHW issues	Sept to Dec 2020	DHW staff	FFT	List of issues
	Talk to staff/students on how to improve the DHW visibility in the curriculum itself. Make student survey, publish in RUMS newsletter/email.	Jan 2021	DHW staff	FFT	Meaningful feedback
	Make recommendations on how to include DHW in the curriculum	Feb 2021	DHW staff	MK – happy to support with this – perhaps this is something all members could contribute to? Once we’ve done this we could consider how we might go about the next action point as it’s contingent on some discussion of what type of teaching material is required.	List of recommendations
	Design DHW related content/a lecture	Mar to May 2021	DHW staff	TBA	Output and positive evaluation
Increase teaching on intellectual disabilities	Introduce a CPP session at UCLMS using actors with intellectual disabilities (similar to St George’s) from a Drama/theatre group in London:	TBA	DHW staff Actors UCL staff Trainer Budget for actors and trainer	FFT	Positive evaluation

	<ul style="list-style-type: none"> - Design a teaching plan for the session - Train staff at UCL to run this - Organise actors to be involved - Arrange payment for actors - Find a champion from UCLMS to support the project - Propose the project to the UCLMS committee 				
Staff training					
<p>Tutors and student support lack confidence to handle DHW issues adequately</p> <p>Staff need more support to adequately support DHW students/staff</p>	Identify the needs for training by talking to personal tutors and student support about what training needs they have to be able to better support students/staff with DHW issues	May 2021	DHW staff Tutor and student support time	SP MK – happy to help with this if needed	Meaningful feedback
	Identify existing training that we can use to meet the training needs identified	June 2021	DHW staff	SP	Literature overview of trainings available
	Develop education/a training for student support and related staff	July to Sept 2021	DHW staff Student support time	SP – not entirely confident about this, may need support MK happy to help in an advisory capacity but don't have capacity for undertaking educational development or staff training or for writing a training manual	Training manual
	Train student support and related staff	Sept 2021	DHW staff	TBA	Positive evaluation

Policy & Practice					
There is a lack of data on the scale and nature of DHW issues	Have an informal meeting with student support to get a general idea of any DHW issues	Jan 2021	DHW staff Student support time	MK	Meaningful feedback from students
	(In collaboration with other EDI subgroups) Arrange a focus group with stakeholders (e.g. student support, students) to elicit more in-depth information on any DHW issues	TBA	DHW staff Room Bites&Drinks	MS	Data from focus group
	(In collaboration with other EDI subgroups) Develop questions (based on focus group data) that can be added to the UCLMS staff survey to elicit information on any DHW issues	TBA	DHW staff	MS	Questions added to staff survey
	Set up qualitative data collection from service users together with student support	Sept 2021	DHW staff Student support time	MK – happy to help with this in conjunction with another DHW member	Data portal
	Contact Sense to talk through any priorities of the program and elicit information on additional needs	Sept 2021	DHW staff Sense time	TBA	Meaningful feedback from Sense