**[Insert your name]’s personal profile for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

This document outlines my access needs because I *have [hearing loss / am deaf / am Deaf*].

I give permission for this profile to be shared with:

If you aren’t sure about anything, please ask me by:

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| **About my deafness** |
| * My deafness level in my **left ear** is: * My deafness level in my **right ear** is: * What I can hear, what I can’t and how clear it is – or isn’t:      * What makes it harder for me to hear:      * My communication preferences (in order of preference) are: |

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| **About my technology** |
| Here’s a list of the **technology** I use, how it **helps** me and any **limitations** you should be aware of. |
| Find out more about assistive technology at [ndcs.org.uk/information-and-support/assistive-technology/](http://www.ndcs.org.uk/information-and-support/assistive-technology/). |

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| **My communication support needs** |
| **Example:** My notetaker helps me in lectures, but they need a list of complex terminology in advance. |
| **Access to Work**  I *[****have / have not]*** applied for Access to Work (AtW) to help with the costs of my communication support.  Status of application:  *(****Note:*** [*Access to Work*](https://www.ndcs.org.uk/information-and-support/money-and-benefits/financial-support/access-to-work/) *will not pay for reasonable adjustments. It is not usually available for unpaid work experience.)* |

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| **Things you can do to help me** |
| **Example:** Make sure all videos are subtitled.Allow me to choose where I’ll sit in class. |

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| **Challenges and other additional information** |
| **Example:**I struggle to communicate when there’s lots of background noise, and if meetings are called at short notice, it can be hard for me to find communication support. However, being deaf can help me tune out background noises and focus on my work more. |

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| **Useful resources** |
| The National Deaf Children’s Society recommends the following resources:   * [Making your services and workplace deaf-friendly](https://www.ndcs.org.uk/information-and-support/professionals/workplace/) (NDCS website) * [Deaf awareness for employers and professionals](https://www.ndcs.org.uk/information-and-support/education-and-learning/deaf-works-everywhere/deaf-awareness-for-employers-and-professionals/) (NDCS website) * [Ensuring your opportunities are accessible](https://www.ndcs.org.uk/information-and-support/professionals/workplace/accessible-opportunities/) (NDCS website) * [Reasonable adjustments in the workplace](https://www.ndcs.org.uk/information-and-support/professionals/workplace/reasonable-adjustments/) (NDCS website) * [The law when working with deaf children and young people](https://www.ndcs.org.uk/information-and-support/professionals/activities/resources/law/) (NDCS website) * [Deaf-friendly teaching: for further education staff](https://www.ndcs.org.uk/documents-and-resources/deaf-friendly-teaching-for-further-education-staff/) (order or download from NDCS) * [Deaf-friendly higher education](https://www.ndcs.org.uk/documents-and-resources/deaf-friendly-higher-education/) (order or download from NDCS) * [Disabled Students’ Allowance](https://www.ndcs.org.uk/information-and-support/education-and-learning/your-childs-future/higher-education/disabled-students-allowance-dsa/) (NDCS website) |

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| **Health and safety: Important things to consider** |
| I struggle to hear fire alarms or other safety announcements. Please check I’ve noticed them!  I need you to provide me with written versions of any health and safety information.  If my support staff aren’t around, the backup communication method I’m most comfortable with is:  If you’re dealing with sensitive topics, please make sure you’ve thought about how that would translate in my preferred communication method(s).  If you notice I’m feeling isolated or struggling socially, please help me by: |