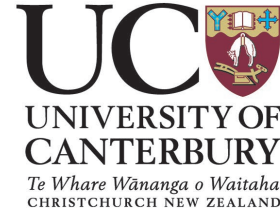


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10 May 2022

Miss Cassandra Saunders

By email: fyi-request-19114-3d170de1@requests.fyi.org.nz

Dear Miss Saunders

Official Information Act request 22.27 Disability Support Staff

I refer to the Official Information Act (the Act) request transferred to the University of Canterbury (UC) dated 16 April 2022 for information relating to Disability Support Staff at UC. You have requested the following:

- *How many FTE disabilities support staff are at each university institution and if relevant why there are discrepancies in these numbers.*
- *What is the allocation for these staff at each institution, how many minimum are required.*

The number of support staff within the Disability Services now named Student Accessibility Service (SAS) is 7.9 FTE. During peak times such as examination periods, some roles will have an increase in hours.

There are other casual staff involved in peer note taking, alternative formatting work and assisting students with a variety of study related tasks. Currently there just over 100 casual staff who can carry out this work.

All teams within UC provide advice and care for students with disabilities such as Careers, Student Care, Academic Skills. The Examinations Office make special arrangements for examinations and tests for students with disabilities. Casual reader/writers can be employed as part of these arrangements.

Presently students can choose their Accessibility Advisor. Students choose using Student Hub in the same way they choose other advisors in other support services at UC. Students can read biographies to determine who would be a good fit for them based on details within our website. They can also discuss their needs with the SAS Administrator. The Accessibility Team leader monitors workload to ensure equitability.

The Tertiary Education Commission (TEC) provides equity funding to eligible tertiary institutions, which can be used to support students with disabilities. For further information on the TEC's Equity Fund please see [here](#).

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Yours sincerely

A handwritten signature in blue ink that reads 'Claire O'Connell'.

Claire O'Connell
Information Compliance Officer