

SRUC BSL Action Plan – Revised September 2021

1. Widening access to services for BSL users				
Identified Action	Progress to Date (December 2021)	Responsible	Success Measure	Timescale
<p>1.1 To identify and develop key information ensuring BSL interpretation is provided on our website, social media platforms, Moodle and intranet.</p>	<p>Our website includes BSL translation of this document. Moodle includes a BSL supported welcome videos from the Principal and SRUCSA as part of the student induction. SRUCSA welcome video is also available on YouTube</p>	<p>Digital Communication Team Supported by the EDI Lead, HR and CELT</p>	<p>There will be content on the main website, social media and internal sites (Moodle and intranet) covering topics such as the availability of support for BSL users, links to external BSL interpretation of useful information e.g. funding. This content will be promoted to develop a level of awareness across local campus users, prospective students and employees.</p>	<p>Website content update – March 2022 Other content will be developed on an ongoing basis</p>
<p>1.2 Embed contactScotland into our website and optional information on how to contact us via e-mail signatures</p>	<p>contactScotland details are included on our “contact us” page of the website Email signatures do not routinely include</p>	<p>Marketing, Digital and Communication Team Supported by the EDI Lead and Information and Digital Systems</p>	<p>The contactScotland link is included on all relevant web pages (not just the “contact us” page). Include guidance on the use of contactScotland</p>	<p>January 2022 March 2022</p>

	contactScotland details		in published guidance on email signature content Carry out an annual awareness raising campaign on site and through internal communication	March 2022 (first) and annually thereafter
<p>1.3 Develop a BSL video (with written/sub-titles transcript) which details the personal support process available including campus specific information (contact details etc)</p> <p>Ensure the provision of BSL interpretation on teaching materials as required.</p>	This work has not been progressed	<p>ALM and Student Support Tutors</p> <p>Supported by Marketing, Digital and Communication Team and Information and Digital Systems</p>	<p>BSL and transcript supported video available on website and internal platforms (Moodle)</p> <p>BSL and transcript supported teaching materials created in advance of requirement to support students identified as BSL users.</p>	<p>March 2023</p> <p>March 2024</p>
<p>1.4 BSL Interpretation at events and for key message videos :</p> <p>Planned interactive events such as Applicant / Open Evenings</p>	Limited BSL interpretation available at interactive events.	<p>Marketing, Digital and Communication Team</p> <p>Supported by the EDI Lead and Information and Digital Systems</p>	BSL Interpretation advertised in advance of events as being available if required and provided upon request	December 2023

Scripted contributions to events/key messages e.g. Principal and SRUCSA Co-President welcomes during student induction.	Principal and SRUCSA welcome videos include BSL interpretation.			
1.5 BSL interpreters at Graduation ceremonies.	BSL interpretation provided at 2021 Graduation for pre-recorded content.	Registry Supported by the EDI Lead	All Graduation ceremonies to include BSL interpretation	December 2022
1.6 Key Staff meetings (one-off, important all staff messaging events) include access to BSL interpretation where practicable to raise awareness of BSL to staff and where to access this resource	BSL not currently available at key staff meetings	Marketing, Digital and Communication Team	BSL interpretation provided	January 2023
1.7 Develop a toolkit for staff to use to ensure that BSL users are supported throughout all student journeys (FE/HE/PGR) from pre-entry to graduation and that all transitions into the	No feedback obtained from BSL users to ascertain satisfaction levels with support provided or from support tutors to assess the ease of providing support.	CELT Supported by : ALM and Student Support Tutors Residential Manager Registry EDI Lead	Toolkit is available and accessible through the Education Manual. Feedback is gathered from BSL users through an annual survey.	October 2022 October and May each year starting 2022

college are adequately resourced.			<p>Completion and success rates for students who use BSL are equivalent for those who don't.</p> <p>Positive feedback is received from staff regarding the support offered by the toolkit.</p>	<p>Measurement available from August 2022</p> <p>October 2022</p>
<p>1.8 Ensure class content is accessible for Deaf students</p>	<p>Blended delivery methods mean that classes are recorded and transcripts are available</p> <p>If a student is identified as requiring assistance discussion will take place to identify the level of assistance and source Communications Support Workers or BSL Interpreters accordingly.</p>	<p>ALM and Student Support Tutors Course Tutors EDI Lead</p>	<p>BSL interpretation services provided in class.</p> <p>Positive feedback from students</p>	<p>May 2022</p>

2. Staff Development				
Identified Action	Progress to Date (December 2021)	Responsible	Success Measure	Timescale
<p>2.1 (a) Promote and deliver BSL awareness introduction level courses for all staff who work with BSL users (FE/HE/PGR students and staff) e.g. course tutors, professional services</p> <p>b) Offer staff BSL 1 including progression levels where appropriate</p>	<p>A first tranche of staff have attended Deaf Awareness and Introduction to BSL courses.</p>	<p>EDI Lead</p>	<p>Monitor delivery and uptake of staff development and build on existing staff knowledge and expertise in this area where required.</p>	<p>(a) March 2022</p> <p>(b) May 2024</p>
<p>2.2 Identify training which will support staff who have to work with BSL interpreters, the training to be delivered at the point of need</p>	<p>There have not been interpreters required so training not undertaken.</p>	<p>ALM and Student Support Tutors</p> <p>Supported by the EDI Lead</p>	<p>Monitor staff engagement and feedback through the mechanisms established in 1.7 above</p>	<p>August 2022</p>
<p>2.3 Ensure awareness and implementation of the toolkit developed in action 1.7 to ensure that students who require</p>	<p>At present this can only be accessed by the ALM and Student Support Tutors and there are no established standard</p>	<p>Student Support Board of Studies</p> <p>Supported by :</p>	<p>Overarching policy covering support for students who use BSL is available.</p>	<p>October 2022</p>

BSL interpretation are adequately supported.	procedures for each faculty/campus	ALM, Student Support Tutors and Internal Communications Scottish Rural College Students Association EDI Lead	Toolkit available and publicised in BSL and English	
<p>2.4</p> <p>(a) Create an on-line Information guide of the BSL Scotland Act that includes our local Plan for staff and SRUCSA to promote awareness.</p> <p>(b) Timetable a calendar of events of BSL Roadshows to raise awareness at all campuses</p>	<p>Information on our plan is available on the website supported by BSL interpretation but there is no information relating to the BSL Scotland Act</p> <p>At present only one campus has held a BSL Awareness Event</p>	<p>EDI Lead</p> <p>Supported by : ALM and Student Support Tutors Scottish Rural College Students Association Marketing, Digital and Communication Team</p>	<p>(a) Guide Available</p> <p>(b) Events taken place at all campuses</p>	<p>January 2023</p>

3. Maximising our Curriculum and Research to support the delivery of the BSL National Plan				
Identified Action	Progress to Date (December 2021)	Responsible	Success Measure	Timescale
3.1 Establish a working group to identify opportunities that promote and support the National Plan and widen membership where required	Although SRUC contribution to the national plan is regularly reviewed and feedback provided to the Scottish Government a group has not yet been established.	EDI Lead Supported by : Human Resources ALM and Student Support Tutors SRUCSA	Group established including Campus Estates, Procurement, and Information and Digital Systems Teams, Human Resources and the Marketing, Digital and Communication Team and meeting quarterly	January 2022
3.2 Provide a report that recognises opportunities where our curriculum can support the National Plan.	This report has not yet been produced	ALM and Student Support Tutors Registry Supported by the EDI Lead	Report will be available in BSL and English	August 2022
3.3 Implement curricular recommendations from the report and any changes to practice, where practicable.		Key Academic and Support staff ALM and Student Support Tutors Registry	Any changes implemented and updated on both staff and student portals	August 2023
3.4 Undertake research projects where required	There have been no research projects	CELT ALM and Student Support Tutors	Projects Undertaken and initiated	January 2023

in keeping with the National Plan	specifically relating to the BSL National Plan			
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4. Monitoring, Review and Evaluation				
Action	Progress to Date (December 2021)	Responsible	Success Measure	Timescale
<p>4.1 All students and SRUC staff are aware of the BSL Plan including their responsibility in the local delivery.</p>	Some or no awareness at Campuses and off campus – field locations	<p>EDI Lead</p> <p>Supported by : EDI Committee Human Resources Marketing, Digital and Communication Team</p>	Staff and students at each campus have engaged with in-person and online activities (recorded attendances and on-line hits) and formal evaluation undertaken.	Annually (beginning January 2023)
<p>4.2 Review the statistics that we provide on BSL applicants, on course and pre-exit who are BSL users whilst monitoring their progress.</p> <p>Information gathered to be provided to the EDI Committee on an annual basis.</p>	No current or accurate statistics are available.	<p>Registry</p> <p>Supported by : EDI Committee ALM and Student Support Tutors Marketing, Digital and Communication Team</p>	<p>Feedback is gathered from BSL users through an annual survey.</p> <p>Completion and success rates for students who use BSL are equivalent for those who don't.</p> <p>Annual report provided and reviewed with related actions developed and assigned.</p>	October 2022
<p>4.3 Public Reporting every 2 years from 2020 on the BSL Local Plan</p>		<p>EDI Committee</p> <p>Supported by EDI Lead</p>	Report available on the website	August 2022