

# Register of Support Providers Learning Plan Notes

The purpose of the learning plan is to provide clarity and structure for the following support roles: Dyslexia Coach, Study Skills Coach, Maths Coach, Mental Health Mentor and Asperger's Mentor.

Support providers should complete the learning plan with the student they are working with during the first session / meeting. The plan should capture the key areas that the support provider and student wish to look at during their work together. It is the responsibility of the support provider to structure and complete the learning plan.

The number of weeks that the student and support provider may work together may vary and the learning plan should be amended as necessary. In general, one learning plan should be agreed with the student for each semester and forwarded to the Register team.

The Register team recognises that learning plans may be fluid and changeable due to the needs of the student, demands of the course they are studying or for other factors. However, it is important that support providers take a structured approach to providing one to one study support for students and consider the work they are doing in a planned manner, over a period of time.

# Example Learning Plan:

Student with a Specific Learning Difficulties (SpLD) receiving support a from Study Skills Coach

Week	Area to be covered
Week 1	<b>Getting to know each other</b> , identification of student's needs, overview of course.
Week 2	<b>Time management</b> – developing time table of students work load and study times
Week 3	<b>Essay writing skills</b> – writing essay plans, mind mapping, proof reading skills.
Week 4	<b>Research skills</b> – referencing for essays, use of on-line journals, use of internet.
Week 5	<b>Assistance with coursework</b> – creating a plan for 3,000 word piece of coursework
Week 6	<b>Assistance with coursework</b> – proof reading and discussion of course work
Week 7	<b>Exam preparation</b> – looking at past papers, how to manage time during exams
Week 8	<b>Exam preparation</b> – looking at past papers, relaxation techniques
Week 9	<b>Assistance with coursework</b> – creating plan for 2,000 work piece of coursework
Week 10	<b>Assistance with coursework</b> – proof reading and discussion of coursework
Week 11	<b>Learning skills</b> – use of multi-sensory learning, how to study effectively
Week 12	<b>Learning skills</b> – revision techniques, memory skills, improving concentration

- The learning plan can be reviewed at any point by either the student or support provider and should be a working document.
- A copy of the learning plan should be kept by both the student and support provider and a signed copy (by both the student and support provider) should be forwarded to the Register team.
- An electronic copy of the learning plan can be downloaded from the Student Support website ([ulster.ac.uk/studentsupport/services/disability/register-of-support-providers](http://ulster.ac.uk/studentsupport/services/disability/register-of-support-providers)) and this should be used as a template by support providers.