

# WESTERN SYDNEY UNIVERSITY



## WORKING WITH A READER

Western Sydney University's Disability Service employs Readers to assist students with a disability who, for various reasons, are unable access printed material that is essential to meet academic requirements.

Where appropriate, students with a disability or chronic health condition are allocated a Reader for an approved base number of hours. The base number of hours provided will depend upon your workload and requirements in each session, and will change if your study load changes.

As part of their role, Readers will have a Position Description stipulating the work to be undertaken. These specific set of instructions are provided by the Disability Service in consultation with you. It is important for you to contact your Disability Advisor if you no longer require reading assistance.

What should I expect?



### Reader will contact you to arrange support

- Your allocated Reader will contact you via your Western Sydney University student email account to organise your first reading session. The Reader will also provide you with a Position Description which outlines the Reader's duties to be performed.
- At your first reading session you will need to negotiate the day, time, location and length of future reading sessions. Please note: **You only have an approved number of hours per week with your Reader so use the time wisely.**



### Confirmation from Disability Support

- You will receive written confirmation of the agreement negotiated with your Reader via your Western student email account.



### Reader provides you with support

- Reader provides you with reading support as outlined in the Position Description. Your reader may read any type of written material which could include textbooks, journal articles, course handouts etc.
- If you are unable to meet with your Reader at the agreed day and time, contact Disability Support on (02) 9852 5199 or email [disabilitysupport@westernsydney.edu.au](mailto:disabilitysupport@westernsydney.edu.au)  
\* Please note: We strongly encourage you to give a minimum of 24 hour's notice for cancellations.
- If your Reader has not arrived to meet with you within 20 minutes of the confirmed time, contact Disability Support immediately on (02) 9852 5199.

### PLEASE NOTE:

- Reading sessions can only occur on campus.
- Readers cannot explain the reading material, so if you have any questions about the content of the material, please ask the relevant academic staff.
- If you no longer require reading assistance, you must advise your campus Disability Advisor as soon as possible and email [disabilitysupport@westernsydney.edu.au](mailto:disabilitysupport@westernsydney.edu.au)