

# Staff/Student Support Team Toolkit

Date		Staff member		Course	
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## Brief overview of your experience as a whole:

*An opportunity to discuss any factors or barriers to learning and engagement –to encourage open discussion*

### Academically prepared:

- Do you feel ready for uni at the moment?
  
- Do you feel well supported on course and any individual needs are met?
  
- Are you enjoying your course and the subject?
  
- Have attended all/most of your lectures and seminars?
  
- Do you feel you have the skills/knowledge for your studies?
  
- Are you happy with your grades so far?

### Place and environment/sense of belonging:

- What are your impressions of Edge Hill as a uni and a place?
  
- Do you like where I am living?
  
- Have you made friends are as 'involved' as you want to be in university life?

### Personal Issues:

- Are you okay financially?
  
- Any problems getting into uni?
  
- Is all well in your personal and family life?
  
- Are you in good health both mentally and physically (- any diagnosed conditions?)
  
- Any other issues, worries or difficulties?

# Action Plan

\* Support recommended (even if declined)

Support	Who will action?	Actions/Notes
<b>Academic and course support</b>		
Academic Registry <a href="mailto:Academic-regsitry@edgehill.ac.uk">Academic-regsitry@edgehill.ac.uk</a>		
Departmental contact/actions (Including peer-mentoring)		
Inclusion Team <a href="mailto:inclusionteam@edgehill.ac.uk">inclusionteam@edgehill.ac.uk</a>		
SpLD Team <a href="mailto:spld@edgehill.ac.uk">spld@edgehill.ac.uk</a>		
Students' Union Advice Centre <a href="mailto:suadvicecentre@edgehill.ac.uk">suadvicecentre@edgehill.ac.uk</a>		
Study skills support (UniSkills or Learning support) <a href="mailto:catalystenquiries@edgehill.ac.uk">catalystenquiries@edgehill.ac.uk</a>		
Student Caseworks Team (Academic appeals and complaints) <a href="mailto:Student-Casework@edgehill.ac.uk">Student-Casework@edgehill.ac.uk</a>		
<b>Pastoral and social support</b>		
Faith and Community <a href="mailto:faithandcommunity@edgehill.ac.uk">faithandcommunity@edgehill.ac.uk</a>		
Getting Involved (Campus Life, SU Activities and EHU Sports)		
Student Support Team (formerly Transitions) <a href="mailto:studentsupportteam@edgehill.ac.uk">studentsupportteam@edgehill.ac.uk</a>		
Wellbeing <a href="mailto:studentwellbeing@edgehill.ac.uk">studentwellbeing@edgehill.ac.uk</a>		
<b>Other support services</b>		
Accommodation or Hall Fees <a href="mailto:FM-accomodation@edgehill.ac.uk">FM-accomodation@edgehill.ac.uk</a>		
Careers Service <a href="mailto:careers@edgehill.ac.uk">careers@edgehill.ac.uk</a>		
Money Advice Team <a href="mailto:catalystenquiries@edgehill.ac.uk">catalystenquiries@edgehill.ac.uk</a>		
Others (including GP)		
<p>Note: If you need urgent help on campus, Campus Support are available 24 hours a day by phoning 01695 58422. In an emergency always dial 999.</p>		
<b>Next meeting/contact</b>	Date: _____ Email <input type="checkbox"/> Phone <input type="checkbox"/> Teams <input type="checkbox"/> In person <input type="checkbox"/>	