

THE COLLEGE OF  
RADIOGRAPHERS

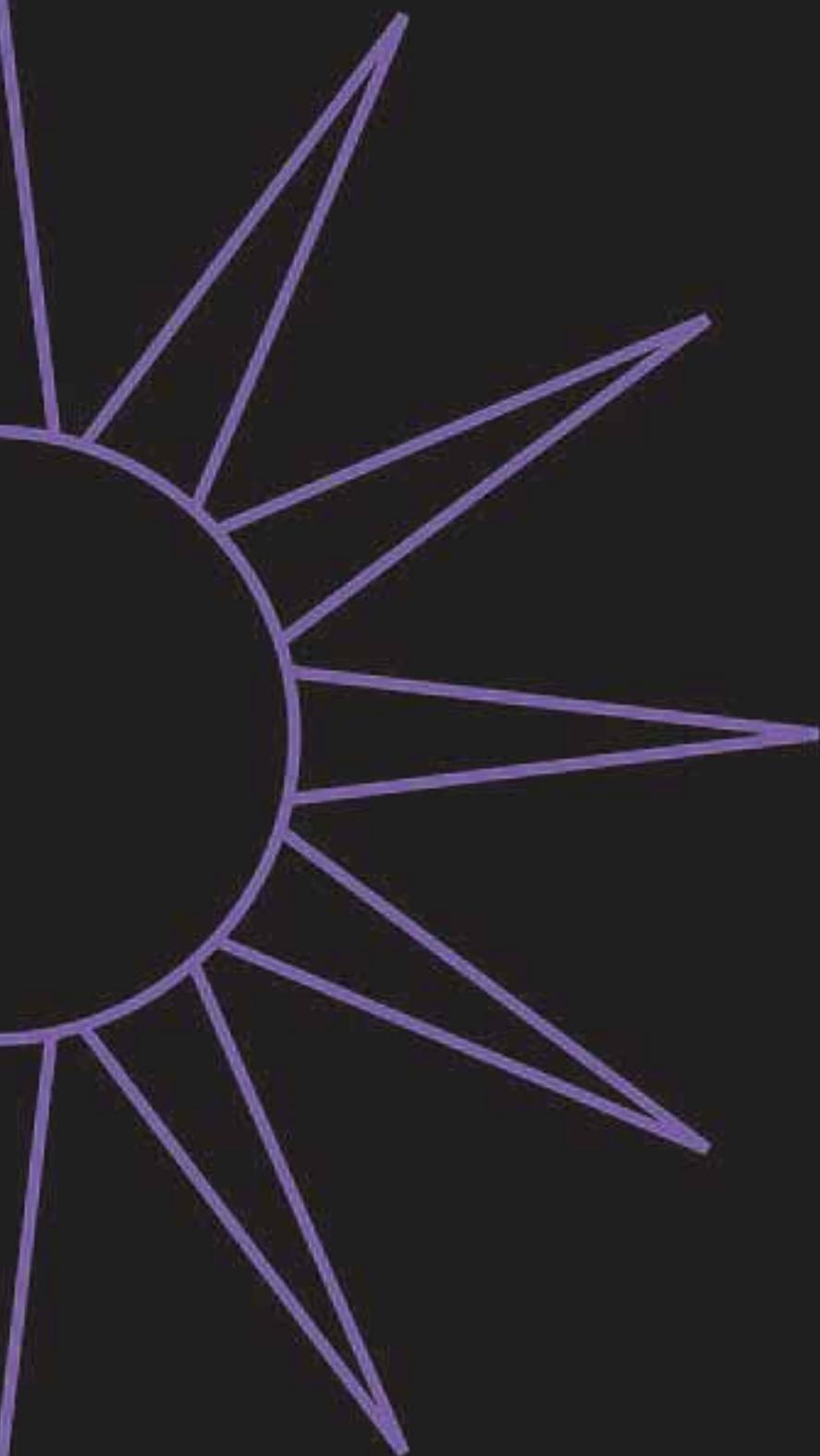


EQUAL OPPORTUNITIES

# disAbility Network Enabling Guide

THE SOCIETY OF  
RADIOGRAPHERS





EQUAL OPPORTUNITIES

## **disAbility Network Enabling Guide**

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**Responsible Officer:**

Gill Mayo

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# The Society of Radiographers' Equal Opportunities Statement

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The Society of Radiographers (SoR) is committed to the fullest possible participation of its members in all aspects of the structure and organisation. None should be put off from participating in meetings, courses or events because of the actions, attitudes or language of other participants. In particular, women, black, lesbian, gay men and disabled members have the right not to be made to feel ill at ease or distressed, as a result of the behaviour of other SoR members.

The following guidelines have been drawn up to help National Councils and Regional Committees to ensure that their activities and events meet the SoR's commitment to the full participation of all its members in a practical and constructive way. It is hoped that the guidelines will be useful in establishing a culture of equality and fairness, and will ensure that our local democracy benefits from the fullest level of participation by all our members.

## Arranging meetings

- When arranging meetings, think about the accessibility of the venue both in terms of physical accessibility, and geographical accessibility. Do not assume that everybody is fully mobile with his or her own transport.
- Think about the timing of meetings. Many radiographers have caring responsibilities.
- Give as much notice as possible about the time, date and venue of meetings and events, so that people can ensure that they can make arrangements to attend.
- Never use language that is sexist, racist, homophobic, offensive to disabled people or to others in literature advertising meetings. In particular, think carefully about the titles given to talks on study days.
- Consider whether it is practical or possible to provide crèche facilities at events. You may want to survey members to establish whether there is a demand for this.

## Participation in meetings

Meetings are usually about listening to people's views and taking decisions based on those views. It is therefore important that everyone attending meetings in the SoR feels equal and able to make a contribution if they wish. So:

- Listen to what others have to say, and avoid being dismissive of their contribution.
- Wait until a speaker has finished and do not interrupt his or her train of thought.
- Aim to have a reasoned discussion, not arguments.
- Any criticism voiced should be constructive and help members develop confidence.
- Make your own contribution as clear and concise as possible and do not dominate the discussion.
- Ensure that everyone who wishes to speak is given encouragement and the opportunity to do so.

## Jargon

Jargon is a barrier to good communication, and may discourage people from participating in the National Council or Regional Committee structures. The more we become involved in Society work the more likely we are to use jargon. Take care to explain any jargon or initials you use which other members may not be familiar with so that everyone understands what meetings or discussions are about.

## Harassment

Harassment of any form will not be tolerated in accordance with the Society's Rule Book.

*Sexual harassment* is defined as unwanted and unwelcome sexual comments, looks, actions, suggestions or physical contact that is found to be objectionable and results in an unpleasant or intimidating environment being created.

*Racial harassment* is defined as unwanted and unwelcome terms, comments, looks, actions or behaviour relating to a person's race, religion, ethnic origin or colour which members of a racial, cultural or religious group find offensive and results in an unpleasant or intimidating environment being created.

*Anti-lesbian/gay harassment* is defined as any unwanted and unwelcome terms, comments, actions or behaviour relating to a person's sexual orientation or lifestyle which is found to be objectionable and results in an unpleasant or intimidating environment being created.

*Anti-disability harassment* is defined as unwanted and unwelcome terms, comments, actions, looks or behaviour relating to a person's condition or speculation about a person's condition.

## Representation

All elected and paid officers of The Society of Radiographers are committed to the principles set out in this Equal Opportunities Statement and should promote a culture of equality and fairness within internal structures, in the workplace and in the wider community.

## Introduction

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This Guide has been produced to support members with disabilities in the workplace. There are many radiographers working in the NHS and the private sector with varying types and ranges of disability. Any member who thinks that they have suffered discrimination at work for a reason relating to a disability should contact their Regional Officer (see the Useful Contacts Section of this guide).

The Guide covers key legislation and how the legislation can be enforced. Also, it addresses how local practices, policies and procedures can be improved through negotiation.

The Society's disAbility Network is open to all members to join and an application form is included in the back of the Guide. It is also available to download from the website ([www.sor.org](http://www.sor.org)) or by telephoning the membership services section of the Society of Radiographers on 020 7740 7210.

You do not have to have a disability to join the network. You may be interested in equality issues or have a family member who has a disability and would like to network with other people and receive up-to-date information.

## The Disability Discrimination Act 1995 (DDA 1995)

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The above Act was long overdue. Although now in place, it has been heavily criticised as it falls way short of the rights provided for under sex or race discrimination law. In particular, the concept of 'justifiable' direct discrimination permitted in the DDA 1995 is heavily criticised by The Society of Radiographers and the TUC. The DDA also only covers direct discrimination whereas the Sex Discrimination Act (SDA) and Race Discrimination Act (RDA) cover indirect discrimination too. The DDA 1995 only applied to employers who employ more than 15 employees, whereas race/sex law covers all employers, regardless of size. However, the small employer threshold in the DDA 1995 ended in October 2004.

Below is a brief summary of the disability legislation that can hold employers to account as well as the amendments under the Disability Discrimination Act (Amendment) Regulations 2003.

### Rights under the Act

- It is unlawful to discriminate against disabled people in employment. This applies to recruitment and selection practices. The Act also covers access to goods, services, transport and education.
- The employment provisions cover employees, workers, self-employed, temporary workers and contract workers.

### Employers' duties under the Act

- Employers have a duty not to discriminate for a reason relating to a disability
- Employers also have a duty to make adjustments.

### Definition of 'Disability'

The DDA only protects a person who meets the following definition of disability defined in the Act:

- Physical or mental impairment;
- Mental impairment only covers mental illness that is clinically well-recognised, eg schizophrenia, manic depression;
- The impairment must adversely affect a person's ability to carry out day to day activities;
- The adverse effect must be substantial and long term (at least 12 months);
- Recurrent conditions (such as epilepsy) are treated as continuing impairment;
- The impairment must affect the person's ability to carry out at least one of the following day to day activities: mobility, manual dexterity, physical co-ordination, continence, ability to lift/carry/move everyday objects, memory, concentration, ability to learn/understand or affects the ability to perceive the risk of physical danger.

### Employers' duty to make adjustments

Employers have a duty to make reasonable adjustments for disabled workers. Examples of reasonable adjustments include altering the premises, providing equipment, altering working hours, reallocating work or redeployment. 'Reasonableness' is determined by weighing the cost of the adjustment against the effectiveness of it, eg if the adjustment makes a substantial difference to the person's ability to do the job and is within the employer's resources, it will be deemed to be reasonable.

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### **'Justification'**

The employer must prove that the discriminatory treatment was 'justified' to escape liability. This is perhaps the most complex (and controversial) area of disability discrimination law and there have been many test cases.

In a nutshell: The reason which the employer adopts as his ground for discrimination must be substantial and material to the circumstances of a particular case. "Material to the circumstances of a particular case" means that the reason for the less favourable treatment (or failure to make a reasonable adjustment) must relate to the individual circumstances, ie an employer cannot use a 'blanket approach'.

'Substantial' means the reason must be significant. For example, a worker with a mental illness is sometimes off sick due to his mental illness. If the time off is not much more than that allowed as sick leave for other workers, it will not be regarded as 'substantial'.

Medication should be disregarded for the purpose of determining whether an individual is covered by the Act, eg if depression is controlled by medication then the individual should be assessed on their condition as controlled by medication.

### **Changes to the Disability Discrimination Act 1995**

The changes have been brought about by the Disability Discrimination Act 1995 (Amendment) Regulations 2003 that were introduced to give effect to the Council Directive 2000/78/EC "A General Framework for Equal Treatment in Employment and Occupation". The new Regulations came into force from October 2004. The main changes are:

- The abolition of the exemption for employers of fewer than 15 employees;
- A new duty to make adjustments to premises – this includes any features arising from the design or construction of the building, access and exits;
- Ending a number of occupational exclusions e.g. police and prison officers, fire-fighters, barristers and partners in business partnerships;
- Making harassment of people with disabilities unlawful – harassment being unwanted conduct "violating the person's dignity";
- Bringing practical work experience placements within the scope of the Act;
- The definition of discrimination is amended to introduce the concept that there is no justification defence for direct discrimination.

## **Enforcing your rights at work**

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The Society of Radiographers can use the Disability Discrimination Act to ensure that NHS Trusts or Boards and other employers are fulfilling their obligations not to discriminate against members. The Act is a legal minimum and there is always the scope to negotiate to improve on the basic legal requirements.

Employers' Equal Opportunities Policies should include a commitment to ensure equal opportunities for all employees, including those who have a physical, mental or sensory impairment. The general equal opportunities policy should cover, and be cross-referenced to, all other employer policies and procedures.

Where a member is diagnosed with a condition that is not recognised for the purposes of the Act, eg chronic fatigue syndrome, the Society may seek an independent medical opinion.

Although a member may appear to have problems with alcohol/drug abuse there can be underlying mental health problems.

The Act also applies to students on clinical placements (see *SoR Professional Guidance – Students with Disabilities Policy 2002*, amended 2005 and included later in this guide).

### **Recruitment**

Disabled applicants should be considered on their ability to do the job and employers are required to make reasonable adjustments to enable applicants to attend interviews. For instance, by asking whether applicants require anything that would give them a fair interview, eg sign language interpreter, wheelchair access).

Employers should also consider advertising job vacancies in the disability press and can seek appropriate advice from Job Centre Disability Advisors.

Job descriptions should be reviewed to ensure that the post does not exclude disabled people unnecessarily.

To avoid breaching the Act, employers must also consider when offering a job subject to a medical examination whether the medical examination is really needed, ie whether it is relevant to the post and/or whether reasonable adjustments can be made.

### **Retention**

The Act also covers employees who become disabled whilst employed. Employers' policies should emphasise continued employment within the original post wherever possible without loss of pay, eg with revised working arrangements or adjustments as appropriate. This could include considering job-share, reduced hours or special equipment. There are services such as the Job Centre Access to Work Scheme that can advise as well as specialised disability organisations such as the Royal National Institute for Deaf and Hard of Hearing People (RNID) and the Royal National Institute of the Blind (RNIB). More importantly, individuals with disability will be the 'experts' on appropriate adaptations, as they know their own job and their particular disability.

### **Training and Career Development**

Under the Disability Discrimination Act, an employer cannot discriminate against a disabled worker in the provision and selection of training, promotion opportunities and transfers. Reasonable adjustments should be made to ensure that these are provided.

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## **Redundancy**

Selecting employees for redundancy on the grounds of disability is in contravention of the Act. Redundancy policies and procedures, for instance, often contain criteria based on sickness absence. If a certain amount of sickness absence is accommodated as a reasonable adjustment, this should not be counted against someone in a redundancy selection situation.

## **Terms, conditions, pay and other benefits**

All pay, terms and conditions should apply equitably to all staff. Society of Radiographers Representatives should monitor, for example, any performance related pay schemes. Other benefits such as canteen facilities, parking, etc should be accessible to disabled workers.

### **Negotiating Guide**

All procedures and policies should apply equally and also be accessible in various formats (tape, Braille, large print) to employees who need them.

All health and safety arrangements and risk assessments should take account of any specific impairments (alerting someone with a hearing impairment to a fire).

A training agreement should provide information for all staff on the type of training available and how to access it.

Disability awareness training should be provided for all managers responsible for approving/allocating training courses.

There should be regular training audits to ensure that disabled employees are not being excluded and that corrective action is taken when required.

Disabled employees' views should be taken into account when devising any policies and procedures.

The Society of Radiographers Health & Safety, Learning, Agenda for Change and Industrial Relations Representatives should work together in negotiation with employers and management where appropriate.

## **Representing members**

All members who believe that they have been discriminated against on the grounds of their disability should be able to approach the Society with, and in, confidence. All Society representatives and officers are bound by the Society's Equal Opportunities Statement which is set out at the beginning of this Guide.

Although a member may (and should) approach his or her local Society representative in the first instance, the representative should seek further advice from the Regional Officer (see Useful Contacts) to ensure that any legal remedies available are considered within the legal time limits. Aggrieved members can pursue their complaints through the internal Employer Grievance Procedure but, in cases of discrimination, can also seek legal redress through an Employment Tribunal. However, there is a three month time limit to register an application with a Tribunal from the date of the discriminatory act complained of.

### **Representatives' checklist**

Interview member, and note and date all relevant information.

If the act complained of may amount to discrimination, contact the Regional Officer for advice as soon as possible.

Get hold of a copy of the Employer's grievance procedure, equal opportunities policy, recruitment or training policies as appropriate.

## **Society policy for organising events, meetings or seminars**

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### **Introduction**

This section aims to help event organisers to plan successful events, ensuring they are more accessible and inclusive for disabled people. As each national council/regional committee will be organising events of different type and scale, this document outlines principles which will lead to the development of best practice and increase access for disabled people to a range of conferences and events.

### **Head office support**

Whilst the planning and responsibility of the event execution lies with the countries/regions, Claire Brown and Seromanie Bernard (Conference Section) will be happy to provide advice.

### **Planning for access and inclusion**

Using the broadest definition of access takes into account physical access for people with mobility impairments, as well as how to enable all disabled people to access goods, services and facilities, as well as buildings. For example, this could include planning for how a visually impaired person might access written information, or how someone with learning difficulties can access a ticket booking system.

Inclusion is more than creating access solutions. It means providing access solutions that are suitable for everyone and that disabled people are considered automatically rather than treated as separate or different. For example, the main entrance of a venue is not accessible for wheelchair users, and a separate entrance is provided at the side of the building. This is an accessible entrance but is not an inclusive entrance.

Thinking inclusively will not just benefit disabled people. In the example just given, everyone who uses that venue will benefit including other attendees, people making deliveries, people with heavy baggage, young children, those with prams and many older people.

### **The venue**

Choose a good location with good access for all members

You could choose to only consider venues which allow people to enter, exit and to move around the building with ease, that offer adapted toilet facilities and where, ideally, the event can take place on one floor only. It is a good idea to visit the venue prior to your event to assess the premises and facilities which will be available for the people who will be at your event. This will include things like car-parks, lifts, catering areas and workshop rooms. You should also look at areas for performers, speakers and exhibitors.

Check that access features are maintained and managed, ie the disabled toilets are not locked or generally used as storage cupboards, and loop and infrared systems for people with hearing impairments are properly operated and maintained by staff.

If you are having an outdoor event, you should consider the ground surface and whether this could impede the free movement of all delegates.

### **Transport**

If you plan to provide delegates with details of public transport, you should also find out and include details of how accessible it is for disabled people.

You could also include information such as local taxi company numbers – and which of these has vehicles adapted for wheelchair use.

You should put in place arrangements for cars, taxis and coaches to set down passengers as close as possible to the entrance of the venue – and ensure you inform delegates of this facility.

If your venue has a car-park you should check that there is provision for disabled parking. The car park and its disabled bays should be clearly signed, be on flat firm level ground (no gravel or on a hill) and close to the entrance. If disabled parking is not available, find out about on-street and local car-parks – and make this information known to delegates.

### **Event promotion**

Tell people about access to your event. This will show that you have planned for this and may encourage attendance.

Also, you need to promote your event in an accessible way. Provide a choice of booking options such as email, post, telephone. Also, a contact name and number where a knowledgeable person can provide details on event accessibility.

### **Catering**

If your catering is self-service, ensure that staff are available to assist disabled people, including those with mobility impairments and those with visual impairments, with their choice of food and carrying trays to the eating area. A choice of cutlery and crockery should be available as a mug may be easier for some people to use than a cup and saucer. Also, make sure there are seats and tables available for those delegates who cannot stand and/or hold a plate for prolonged periods of time - and menus are printed in large font.

### **Accommodation**

If you offer a service to book accommodation on behalf of people attending your events you should ensure that the hotel is accessible.

### **Charging for events**

All Annual General Meetings (AGM) are required to be free to members but it is usual to make a small charge for a combined AGM/Study day. The criteria in respect of charging should aim to generate funds to cover venue and food costs but not set at a rate high enough to discourage attendance.

### **Choice of venue**

Often a hotel will offer reasonable rates for an event like an AGM/Study day and local knowledge and shopping around should produce an affordable venue. Numbers attending will not be known at the time of booking and the committee will need to plan carefully.

### **Sponsorship and funding**

Sponsorship not only alleviates the financial pressures of organising an event but can be an invaluable idea and information exchange opportunity between the sponsor and those attending.

### **Feedback**

It is very important to evaluate your event, both internally (planning and organisational) and externally (did the conference meet the expectations of the attendees). This will assist with future planning of events.

### **Diary co-ordination**

Please ensure that your committee notifies The Society of Radiographers HQ with dates and titles of events to Seromanie Bernard, Conference and Events Assistant. This enables an events diary to be maintained and helps to minimise clashes of dates/events.

### **Attendance of the President and/or Chief Executive Officer**

Should a Region/ Country be considering inviting the President or Chief Executive Officer (CEO) to attend please make sure you contact Gill Smith (020 7740 7203) as soon as possible as the President and CEO diaries get filled a long time in advance. The same applies if you are considering inviting any of the directors to a Region/ Country event.

Members of the professional team are always delighted to attend events, when relevant. To help provide the most effective service it would be appreciated if all such requests could be directed to Audrey Paterson via Yvonne Reihill at HQ (020 7740 7236).

## Guidance regarding students with disabilities

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### Introduction

The professional body has a duty to provide up to date advice on issues that affect the practice of radiographers to include matters that impact on the arrangements for the provision of any education and training programmes leading to practice in radiography.

This section sets out the policy of the College of Radiographers on the admission of students with disabilities onto radiography education and training programmes. This includes programmes to be delivered within academic institutions and in the workplace. The policy was developed within the context of new Regulations, in particular the provisions set out within the Special Education Needs and Disability Act (SENDA) 2001 and the Health Professions Order in Council, 2001. It also builds on advice issued by the Quality Assurance Agency and the National Bureau for Students with Disabilities.

SENDA is a supplement to the Disability Discrimination Act 1995. It sets out the provisions for the admission of students with disabilities onto education programmes. All Further and Higher Education Institutions and other institutions that accept students in to training were required to develop policy for implementing the provisions set out within SENDA by September 2002.

Article 15 of the Health Professions Order in Council sets out the functions of the Health Professions Council (HPC) and makes provisions to ensure that students receive adequate training to ensure protection of the public. In this regard the Council has a specific duty to:

*...establish the requirements to be satisfied for admission to, and continued participation in, such education and training which may include requirements as to good health and good character*

During consultation, the HPC stated that it does not intend to be prescriptive in regard to the discharge of the above duty and would therefore not set out detailed admissions criteria. Instead, it would be willing to consider the institution's own robust admissions policy provided that it is in line with Council's statements on good health and good character. In addition, institutions would need to satisfy Council that each student, on successful completion of the specified course, will have achieved a level of competence equivalent to its specified standards of proficiency.

### College of Radiographers' policy

The College of Radiographers encourages institutions involved in the education and training of students and/or trainees for practice in radiography, to develop a robust admissions policy that clearly demonstrates how it intends to meet its statutory duties and ensure protection of the public.

The College would expect the policy to take account of the fact that clinical skills development is integral to practice in radiography. Imbedded in this is the need to ensure that students and/or trainees are fit for practice within the radiography setting and that the public is protected. Therefore, institutions will need to consider carefully health and safety issues as they relate to both patients and the individual concerned.

## Broad principles

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**The College of Radiographers does not identify any specific disabilities as necessarily precluding an individual from entering training for practice in radiography, or undertaking post-registration education and training in a specialist field of practice. Rather, each individual applicant should be subjected to a risk assessment with particular regard to the discipline and/or specialism concerned and the context for practice.**

The College's advice to education providers is as follows:

1. No individual should be treated less favourably, for a reason relating to his/her disability.
2. Close collaboration is required between clinical placement providers and education providers to ensure consistent approaches to assessing the suitability of students to access the clinical component of the programme.
3. Where there is uncertainty as to whether students' disabilities would prevent them from achieving the clinical competencies/standards of proficiency required for practice, or there are concerns about Health and Safety issues, a risk assessment should be undertaken. In undertaking this assessment, the student's views and specialist advice, if appropriate, should be taken into account and the student given the opportunity to demonstrate alternative ways for meeting the requirements of the programme. Consideration should be given to making reasonable adjustment to the provision of support, which could enable the individual with a disability to work as a competent radiographer.
4. Programme specifications and descriptions should give sufficient information to enable students with disabilities and staff to make informed decisions about ability to complete the clinical, as well as the academic, components of the programme
5. Staff who advise students should be aware of aspects of the radiography programmes that may raise barriers, or be inaccessible to students with particular disabilities.
6. Students with disabilities who are accepted on pre-registration programmes should be informed of potential limitations to the scope of their practice within the profession. Those undertaking work-based learning programmes, such as Assistant Practitioners, should also be informed of any potential limitation to their practice and future career progression.
7. Potential students need be encouraged to be open about any disabilities and reassured about support they will receive, but also be made aware of the consequences of not disclosing a disability which could later put the Health and Safety of a patient, a member of staff, or themselves at risk
8. Students with disabilities which prevent them accessing the clinical component of the pre-registration programme, but wish to study Radiography in order to undertake research or widen their knowledge would not be eligible for the award which confers eligibility for registration. It might be possible to offer an alternative programme with an award title which is clearly recognisable as not conferring eligibility to practice.

## References

The Disability and Discrimination Act 1995 as amended by the Disability Discrimination Act (Amendment) Regulation 2003

The Special Education Needs Disability Act 2001

The Health Professions Order in Council 2001

The Quality Assurance Agency: Code of Practice (Section 3)

Skill: National Bureau for Students with Disabilities. E-mail [info@skill.org.uk](mailto:info@skill.org.uk),

Website address: [www.skill.org.uk](http://www.skill.org.uk)



# disAbility NETWORK

## MEMBERSHIP FORM

**DO YOU HAVE A DISABILITY AND WISH TO BECOME MORE PRO-ACTIVE IN THE SOCIETY OF RADIOGRAPHERS TO PROMOTE EQUALITY IN THE WORK-PLACE AND WIDER COMMUNITY?**

**ARE YOU SOMEONE WHO IS SUPPORTIVE OF EQUALITY RIGHTS AND HAS A POSITIVE ATTITUDE TO DISABILITY ISSUES?**

The SOR disAbility Network aims to:

- ❖ Provide a support mechanism for members with disabilities
- ❖ Campaign/lobby on issues of concern for members with disabilities
- ❖ Provide advice and support for members in the workplace

TO JOIN YOU CAN BE A MEMBER OF THE SOCIETY WITH A DISABILITY, OR A LINE MANAGER, CARER OR FRIEND OF SOMEONE WITH A DISABILITY.

IF YOU WOULD LIKE TO JOIN PLEASE COMPLETE THE FORM ATTACHED, OR DOWNLOAD THE FORM FROM [www.sor.org](http://www.sor.org), COMPLETE IT AND SEND TO THE ADDRESS GIVEN ON THE FORM



# disAbility NETWORK APPLICATION

Please complete in block capitals

MEMBERSHIP NUMBER:

Mr/Mrs/Miss/Ms/Other .....

Name ..... Surname .....

Work Address Please tick preferred address for correspondence

.....  
.....  
.....  
.....

Home Address Please tick preferred address for correspondence

.....  
.....  
.....  
.....

Work Tel No .....

Home Tel No .....

E-mail address .....

Please detail below any special requirements for receiving information (e.g. Braille format) and/or facilitating attendance at meetings.

.....  
.....  
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.....  
.....  
.....

Signature ..... Date .....

**Data Protection Act**  
The Society of Radiographers does not release members' information to external organisations for marketing purposes.  
  
Personal information relating to members is held on a secure database or in secure paper files by the Society in order to facilitate services to members. Members' names and addresses are released to specific companies, under contract, to enable the mailing of the Society's publications and other member benefits and to the Electoral Reform Society in the event of a ballot. This information is destroyed after each mailing or ballot event and there is no release to other companies or organisations.

Please return this form to:

SOR disAbility Network, TUIR Department, Society of Radiographers, 207 Providence Square, Mill Street, London SE1 2EW

## Regional Officers' contact details

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### Scotland

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**Professional Support:** Christina Freeman

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**Conference assistant:** Seromanie Bernard

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Tel: 020 7740 7217

## Useful contacts

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**Jobcentre Plus (Department for Work and Pensions):** Offers practical advice and help to tackle some of the problems you may meet at work if you have a disability. The support is available for paid employment whether full-time, part-time, permanent or temporary. For instance, the Access to Work scheme may meet some of the approved cost to assist someone taking up employment. You can get details of the areas covered from your local office or visit [www.jobcentreplus.gov.uk](http://www.jobcentreplus.gov.uk)

**Disability Rights Commission:** Offers advice and has produced a Code of Practice for Employment and Occupation available from: [enquiry@drc-gb.org](mailto:enquiry@drc-gb.org) or [www.drc-gb.org](http://www.drc-gb.org)

**The British Council of Disabled People:** Organisation providing support and advice for and by disabled people: [www.bcodp.org.uk](http://www.bcodp.org.uk)

**The Employers' Forum on Disability:** Provides advice and publications for employers on all aspects of employing disabled people: [www.employers-forum.co.uk](http://www.employers-forum.co.uk)

**MIND:** National mental health charity for England and Wales provides a help-line: 0208 519 2122

**The Royal Association for Disability and Rehabilitation:** Run for and by disabled people: e-mail: [radar@radar.org.uk](mailto:radar@radar.org.uk) or [www.radar.org.uk](http://www.radar.org.uk) for information and advice.

**The Royal National Institute of the Blind:** Provides advice to people with sight problems as well as guidance on producing documents in accessible formats: Tel: 020 7388 1266, e-mail [helpline@rnib.org.uk](mailto:helpline@rnib.org.uk) or web-site: [www.rnib.org.uk](http://www.rnib.org.uk)

**The Royal National Institute for Deaf and Hard of Hearing People:** Runs a helpline for people with hearing problems, and advice for employers: Tel: 0207 296 8000, Textphone: 0207 296 8001, website: [www.rnid.org.uk](http://www.rnid.org.uk)

**Trade Union Disability Alliance:** Self organised group of disabled trade unionists campaigning on all issues concerning disability. Tel: 01926 402 195

**The Society of Radiographers' disAbility Network:** Further details in this guide.

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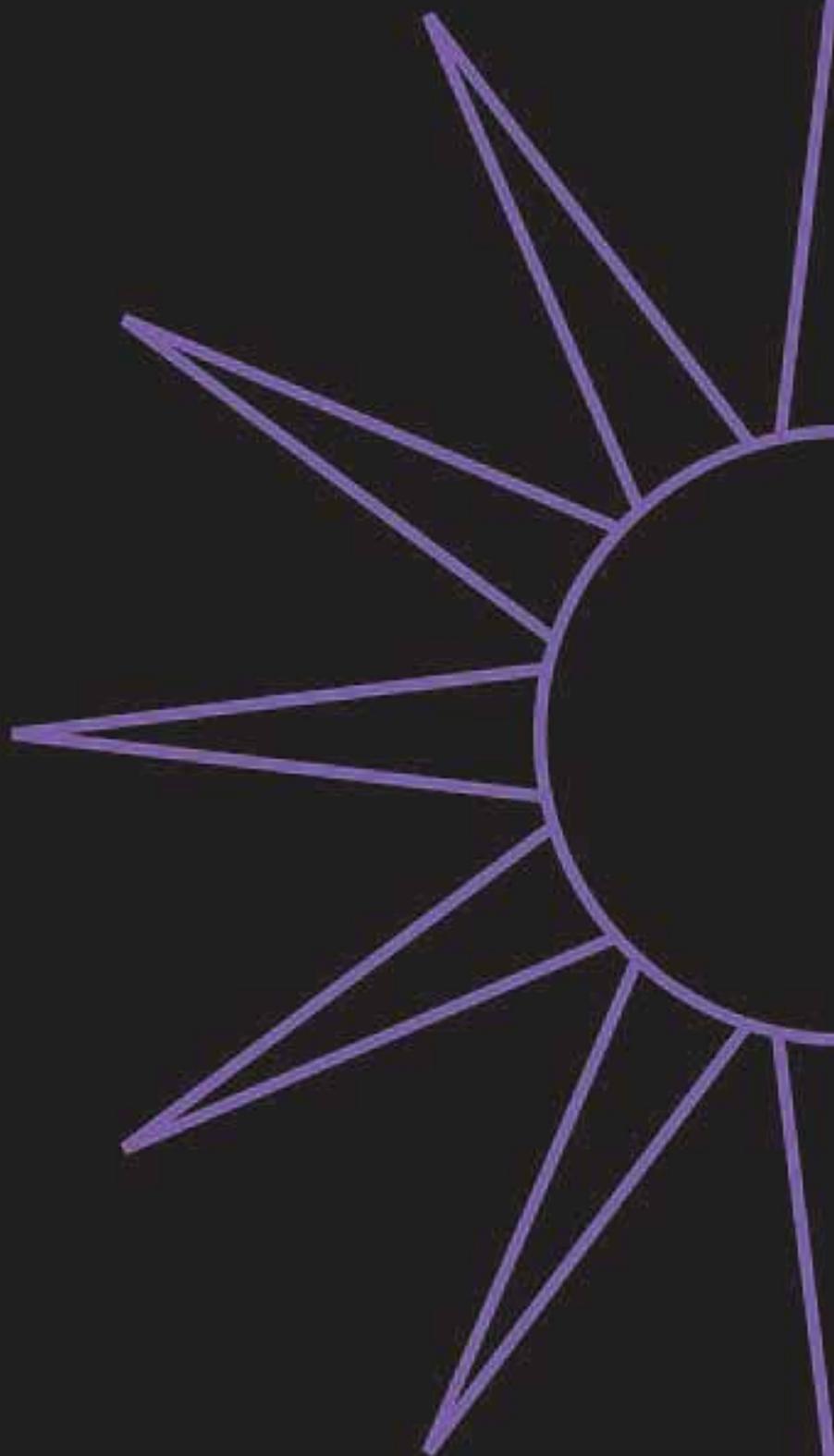
Law at Work 2004; Labour Research Department Publication.

The Special Education Needs Disability Act 2001

The Health Professions Order in Council 2001

The Quality Assurance Agency: Code of Practice (Section 3)

Skill: National Bureau for Students with Disabilities, e-mail [info@skill.org.uk](mailto:info@skill.org.uk), Website address: [www.skill.org.uk](http://www.skill.org.uk)





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