

# Fitness to Study

To support students whose mental and/or physical Wellbeing is of such concern, that supportive interventions need to be put in place where wellbeing is having a detrimental impact on; their ability to study, or the impact on others around them, or poses a risk under Safeguarding or Health and Safety.

**The policy pertains to the entire student experience.** Considerations are made if the student could be unable to continue with their studies at that moment in time.

**The aim is to seek early intervention**, -collaboration between: staff, student/apprentice, appropriate 3rd parties to find resolution.

This may run in parallel with other university policy such as :

- Student Progress Review,(SPR)
- Student Code of Conduct and Disciplinary Procedure,

Considered in relation to degrees of concern in a non-confrontational manner and strive to support and uphold the dignity of the student at all times.

**Stage 1 - Initial and / or emerging concerns- low risk, not requiring immediate additional specialist support.** Addressed by Student Progress Review as soon as possible with a member of staff that knows the student. Outcomes could be :

- No further action.
- Student asked to moderate their behaviour/ takes steps to address concern or to seek help with the issue in an agreed time scale. (Staff member should provide signposting links including university Mental Health and Wellbeing service)
- Referral to OH for assessment of the students fitness to study.
- Agreed extensions or support with Exceptional Circumstances Claims if appropriate.
- If appropriate – alternative modules.
- Intercalation or break in study.

Student does not engage

**Stage 2- Continuing and moderate concerns -continuing and/or moderate concerns requiring timely intervention from one/more internal Support Services (e.g. Psychological Wellbeing Service or Disability) or external Support Services (GP, OH)**

Outcomes could be :

- Review of SPR or a new SPR to take place with Personal Tutor or Programme Lead and can include representation from wellbeing staff other Professional Service Staff to offer advice.
- Referral to OH for assessment of the students fitness to study.
- Voluntary absence - sickness or Intercalation or Break in Learning.
- Agreed reasonable adjustments, extensions or support with Exceptional Circumstances Claims, if appropriate.
- If appropriate – alternative modules.
- Action Plan produced regarding the specific behaviours of concern that need addressing.

Student does not engage

**Stage 3-Severe and/or Enduring Concerns - needing an immediate and/or emergency intervention as appropriate or requiring a 999 call and Incident Report where applicable.** Outcomes could be :

- Consideration of Precautionary Action or Suspension. (see policy)
- Disciplinary Investigation.
- Consideration of Intercalation.
- Student chooses to withdraw from study. (note: that if concerns are disciplinary related this will continue in absentia if required)
- Referral to OH for assessment of the students fitness to study.
- Agreed reasonable adjustments, extensions or support with Exceptional Circumstances Claims if appropriate.
- Other modes of study considered (validation permitting).
- Action plan produced regarding the specific behaviours of concern that need addressing.

All options considered but no reduced risk and escalation to Disciplinary process

Discontinue from programme

Review/Appeal process applies where there are grounds

Notify the student of the outcome that all internal procedures have concluded.

The Student Casework team will issue a

**Completion of Procedures (COP) Letter** as soon as possible, and within 28 days after the end of internal processes. Any complaint to the Office of the Independent Adjudicator must be submitted within 12 months of the date of the COP Letter.