



Appropriateness of Study Policy (student and apprentice)

Date approved: 08.07.22

Approved by: SMT

Responsible Manager (s): Director for Students

Executive Lead: Vice Principal HE & Student Enhancement

Applicable to staff:	Yes
Applicable to students:	Yes
Accessible to students:	Yes
Accessible to general public: (including clients)	Yes

Consultation

Consultation undertaken with:

Date:

<input type="checkbox"/> SMT	08.07.22
<input type="checkbox"/> AMT	07.06.2022
<input type="checkbox"/> CCMT	07.06.2022
<input type="checkbox"/> Students	20.05.2022

Policy review frequency: normally every two years

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1. Scope and purpose of policy

1.1 This policy applies to all current and potential students and apprentices who wish to study at Blackpool and The Fylde College (B&FC).

1.2 Appropriateness of study relates to an individual's ability to engage safely and effectively, in relation to academic, social, enhancement and industry related activities.

1.3 B&FC will be active partners in the management and removal of any barriers to learning and where reasonable take appropriate actions to support the learning and academic achievement of all students and apprentices.

2. Policy Statement

2.1 This policy is designed to ensure that all who fall within scope experience a fair and equitable assessment and are provided with an appropriate, proportionate, prompt and flexible response to enable enrolment or continuation of study.

2.2 There may be instances where appropriateness of study is called into question at either enrolment, or due to changes of circumstances, mid programme. In such cases a Current Appropriateness of Study Assessment (CASA) will be completed by the Head of Curriculum (HoC), with support from the Director for Students.

Such instances may include:

- a student or apprentices' behaviour poses a risk to their own health, safety and / or well-being and / or that of others
- a student or apprentice' behaviour is (or is at risk of) adversely affecting the learning, teaching and / or experience of others
- a student or apprentices' behaviour is (or at risk of) adversely affecting the day-to-day activities of B&FC or industry partner
- a student or apprentices' support need falls outside the scope of the support services that B&FC can reasonably be expected to provide.

2.3 Where an appropriateness of study concern has been identified, B&FC may work in conjunction with a range of external partners to complete the assessment this may include, but is not limited to:

- Medical Agencies
- Mental Health Practitioners
- Youth Offending Teams
- Probationary Service
- The Police

- 2.4 The outcome of the CASA may be to recommend non enrolment or reasonable adjustments to support continuation of study.
- 2.5 Where appropriate the student misconduct procedure may be employed to support the implementation of this policy
- 2.6 Where students or apprentices are unable or unwilling to participate in any part of the CASA B&FC will continue to follow the procedure where it is appropriate and reasonable to do so.
- 2.7 A right of appeal to the Vice Principal Quality and Curriculum or Vice Principal HE and Student Enhancement follows the appeal process as outlined in the Student Misconduct Procedure.

3. Accountability

- 3.1 The Director for Students is responsible for ensuring this policy is accessible and regularly updated.
- 3.2 Heads of Curriculum Areas are responsible for implementing the Current Appropriateness of Study Assessment.
- 3.3 The Director for Students is responsible for approving the appropriateness of study decision.
- 3.4 The Vice Principal Quality and Standards or Vice Principal HE and Student Enhancement is responsible for approving the appeal decision.

4. Student Involvement

- 4.1 Students were consulted in the updating of this policy through the elected Representatives of the Student Union.

5. Linked Policies

- Safeguarding Policy (Student)
- Positive Student and Apprentice Behaviour Policy
- Data Protection Policy

6. Linked Procedures

- Anti-bullying and Anti-Harassment Procedure (Student and apprentice)
- Safeguarding Procedure (Students)
- Student and Apprentice Misconduct Procedure

7. Impact Assessment for the 4 strands of Equality, Safeguarding, Inclusion and Health and Safety and Sustainability.

Impact Assessment for the 4 strands of Equality, Safeguarding and Inclusion, Health and Safety and Sustainability

<p>Title of Activity: Appropriateness for Study Policy</p> <p>Author and Date: Director for Students June 2022</p>	<p>New/<u>Revision</u> (Underline as appropriate)</p> <p>Expected Implementation Date: August 2022</p> <p>What is the review date: May 2024</p>
<p>Equality and Diversity. Which of the characteristics maybe impacted upon?</p> <p>And, if yes, how has this been considered?</p> <p>What are the risks? What are the benefits?</p>	<p>No E&D characteristics maybe impacted upon.</p> <p>Yes No <input checked="" type="checkbox"/></p> <p>This policy mitigates any risks for staff and students.</p>
<p>Safeguarding: Are there any aspects of this proposal which could cause a learner/member of staff/visitor to feel unsafe?</p> <p>If yes, how has this been considered?</p> <p>What are the risks? What are the benefits?</p>	<p>The aim of this policy is to ensure all staff students and visitors feel safe at all times.</p>
<p>Health and Safety: Have any risks been identified? If yes, how has this been considered?</p> <p>What are the risks? What are the benefits?</p>	<p>Yes No <input checked="" type="checkbox"/></p> <p>There are no H&S risks associated with this policy.</p>
<p>Sustainability: Are there expected benefits or impacts on sustainability or environmental issues? If yes, how have these been considered?</p>	<p>Yes No <input checked="" type="checkbox"/></p>
<p>Evidence: What evidence do you have for your conclusions and expectations for these conclusions? How will this impact be monitored for all these considerations?</p>	<p>This policy mitigates any risks associated with appropriateness for study and enhances existing Safeguarding and H&S policies.</p>
<p>Is this policy of a high/medium or low risk? :</p>	<p><u>Low Risk</u></p>