

**Appropriateness of Study
Policy 2020 - 2022**

Appropriateness of Study Policy 2020-2022

Date approved: 23 October 2020
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	23.10.2020
<input type="checkbox"/> AMT	15.09.2020
<input type="checkbox"/> CCMT	22.09.2020
<input type="checkbox"/> Students	09.09.2020

Policy review frequency: normally two years

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1. Scope and purpose of policy

1.1 This policy applies to all students and potential students 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.

2. Policy Statement

2.1 This policy is designed to ensure that all students who may fall within scope are dealt with in a fair, equitable manner and provided 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 poses a risk to their own health, safety and / or well-being and / or that of others
- a student's behaviour is (or is at risk of) adversely affecting the learning, teaching and / or experience of other students
- a student's behaviour is (or at risk of) adversely affecting the day to day activities of B&FC or industry partner
- a student's 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 in order 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 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 associated 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 Behaviour Policy
- Data Protection Policy

6. Linked Procedures

- Positive Student Behaviour
- Anti-bullying and Anti-Harassment Procedure (Student)
- Safeguarding Procedure (Students)
- Positive Student Behaviour Procedure

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

Initial Form to be completed with Risk Assessments or as part of a proposal or change to a policy, plan or new way of working.

<p>Title of Activity: Appropriateness for Study Policy</p> <p>Author and Date: Director for Students August 2020</p>	<p>New/<u>Revision</u> (Underline as appropriate)</p> <p>Expected Implementation Date: September 2020</p> <p>What is the review date: July 2022</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>