



Greenhead College Corporation

FITNESS TO STUDY POLICY

Reviewed September 2022

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1. Introduction

Greenhead College is a sixth form college for full time students. One of the College's key principles is to ensure that the College 'create a safe space to grow and flourish' for all of its students and staff.

Our aim is to ensure that all students at the College achieve their full potential in an inclusive environment free from discrimination.

2. Joining the College

Students are encouraged to disclose any physical or mental health need as part of their application and enrolment process. This disclosure will in no way prejudice any decision about the application and the offer of a place at the College, on the contrary, it is used to establish how best we can respond to the individual's need and what reasonable adjustments can be made.

It may be appropriate that further information is sought from health professionals and that meetings are arranged to ensure that there can be a smooth transition to the College and a support plan can be put in place.

Any student who joins the College with an Education, Health and Care Plan (EHCP) will have this annually reviewed by the Additional Learning Support Department. Support is reviewed in line with the College monitoring process and consent will be sought to share with subject teachers, the Personal Tutor, and the Examinations Officer, the key relevant information so that they can best make appropriate adjustments.

3. Studying at the College

Early disclosure of physical or mental health issues is vital to allow us to assess how best to accommodate students and to provide appropriate support for individual students.

We will always seek to provide support whether the condition was pre-existing or commences during the student's time at the College. Students are made aware of the extensive range of support available both at induction and as part of their programme of study in tutorial sessions.

We recognise that some students may have periods of absence due to a Special Educational Need or Disability. The Additional Learning Support Department reviews the support needs of all students with SEND in line with the College SEND Policy. Support plans may also involve referral to outside agencies, such as CAMHS or the student's GP.

In crisis situations where there are immediate and grave concerns for a student's health or well-being, staff will judge how best to provide first aid and whether emergency services should be called. We will always endeavour, in these situations, to contact parents and carers as soon as possible.

It is important to be clear about what is reasonable in an educational setting and the limits to the individual support that can be provided within a sixth form college.

A minimum level of attendance needs to be maintained to allow a student to make academic progress. We are not a distance-learning College and, while it is reasonable for subject teachers and support staff to be flexible on a temporary basis, excessively long periods of complete absence or very poor attendance will make a student's studies untenable. If a student falls significantly behind with their deadlines for coursework and homework, despite extensions being offered, then there comes a point when catching up is not viable. The specific expectations regarding attendance and assessment will depend on the individual's circumstances.

4. Fitness to Study

Our staff provide outstanding care for all our students, but there will be times when a student's mental or physical health are so affected that they are no longer able, despite support, within the College and externally, to maintain reasonable academic progress:

1. There may be times when the nature of the student's ill health can require support beyond the expertise or capacity that we can reasonably offer.
2. Occasionally a student's health may present a health and safety risk to either themselves or those around them that is unmanageable in a mainstream educational setting.

There are therefore occasions when it will be, in our judgement, that continuing at College is no longer the best option for the student.

If the College reaches a decision, after consultation with the student, parents/carers and medical professionals that a student should withdraw as it is in the best interests of the individual student then this will be actioned.

If it is agreed that a restart in the following year is an option, then this will only be possible if the student is able to provide evidence that their health has improved sufficiently so that they are fit to resume study without further prolonged absence.

Where there is no consensus that a withdrawal is the most appropriate outcome then the stages below will be followed:

Stage 1

A meeting will take place to make the student aware of concerns raised by subject teachers, Additional Learning Support and the Senior Tutor/Personal Tutor and to hear and consider the student's and their parents'/carers' views. The various sources of support open to the student will be explained and an action plan put into place to support the student and to set targets. The action plan will include a review date, usually after two weeks, and will be recorded on Cedar in the confidential section of a student's pastoral log.

Stage 2

If at review targets have not been met, a letter will be sent home outlining concerns and resetting the targets. A new action plan which includes a review date, usually after two weeks, will be recorded on Cedar in the confidential section of a student's pastoral log.

Stage 3

The Deputy Principal and Assistant Principal (Student Support and Welfare) will be present at the Stage 2 review. If targets have not been met the Deputy Principal will decide if the student should move to stage 3 where they will be advised that they are no longer fit to study at the College. If withdrawal is the outcome, the decision will be recorded on Cedar in the confidential section of student's pastoral log and a letter will be sent to parents/carers. The student will have the right of appeal to the Principal. The student will always be offered a careers interview to explore alternative options.

There may be occasions when the College will be advised by medical professionals that it is unsafe for the student to attend. This advice will always supersede College policy.

Appeals

Appeals must be submitted to the Principal within 5 working days of receipt of confirmation of the decision to withdraw the student.

This policy should be read in conjunction with other College policies and procedures, in particular (this is not an exhaustive list):

- Safeguarding Policy
- SEND Policy
- Student Re-Engagement Policy and Procedure

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