POLICY 011
FITNESS TO STUDY

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1. PURPOSE AND SCOPE

1.1 This policy outlines how the Academy of Contemporary Music (ACM) ensures that there is a consistent and supportive approach when assessing an individual's capacity to satisfactorily participate and fully engage as an ACM student.

1.2 This policy applies to all prospective students, applicants, and current students, and is designed to ensure that students are treated in a fair and equitable manner.

1.3 The content of this policy aligns with government legislation, the regulations of ACM's validating partners and other external stakeholders to whom ACM must make reference.

2. POLICY STATEMENT

Fitness to Study

2.1 'Fitness to study' refers to an individual's capacity to participate fully and satisfactorily as a student, in relation to their academic studies and life generally at ACM.

2.2 Capacity refers to an individual's ability to make authoritative and objective decisions regarding their well-being or academic progress. Capacity refers to temporary or permanent impairment.

2.3 ACM recognises that ensuring the mental and physical well-being of its students is crucial to their learning and academic achievement. ACM is committed to supporting and responding to student needs and to seeking to ensure a positive experience which assists students to engage with their studies and the local community.

2.4 ACM is committed to the involvement of individual students in the management of their health, wellbeing, or exceptional personal circumstances and will work with them to make arrangements for support in order to break down any barriers to their education.

2.5 There may be instances where a student's health or well-being causes ACM concern regarding the student's fitness to study on their programme/course. ACM has a duty of care to respond appropriately to situations where there are concerns relating to visible signs of illness, mental health difficulties, psychological, personality or emotional disorders, safeguarding concerns, and the detrimental impact on the functioning of the individual student and/or other members of the ACM community.

When to use this policy

2.6 This policy should be used in circumstances where as a result of a known or suspected underlying physical or mental health impairment:

- A student has disclosed concerns regarding their own fitness to study, in relation to factors concerned with their health, wellbeing, or other circumstances that pose prohibitive to effective engagement with their studies and wider participation with ACM.
- A student's ability to study is neither manageable nor achievable in relation to specific tasks and/or activities;
- A student poses a risk to their own health, safety and/or wellbeing and/or that of other persons;
- The student's behaviour is, or is at risk of, negatively affecting the teaching, learning and/or experience of other students;
- The student's behaviour is, or is at risk of, negatively affecting the day-to-day activities of ACM.

2.7 This policy should be used when a student's fitness to study is a cause for concern and all other procedures, processes or options to support the student have been considered or exhausted.

2.8 ACM may choose to initiate another process either alongside or in place of this policy where the process, procedure or policy relates to a student's conduct and well-being.

2.9 Staff who have any level of concern about a student's health or behaviour should consider use of this policy. If there is a concern of this nature, it is appropriate to explore the student's well being and behaviour, and agree supportive action rather than enter into a disciplinary procedure. If a member of staff is unsure about whether to implement this procedure, they can seek advice and discuss their concern with ACM's Designated Safeguarding Lead or a member of the ACM Safeguarding Team.

2.10 This policy may also be applied if there are concerns about a prospective student or applicant to ACM, which may result in a refusal of a place on application or during the induction period if it is identified that ACM cannot meet the needs of the student concerned.

3. POLICY OWNER

3.1 This Policy is under the responsibility of the Student Engagement and Quality Committee. The responsible committee will ensure the cyclical review of this Policy is carried out under ACM's Quality Assurance Framework.

Implementation and compliance with the Policy, and associated procedures will be overseen by the following designated staff:

- Student Success and Retention Manager
- Registrar
- Designated Safeguarding Lead
- Group Lead on Student Experience
- Additional Needs and Disability Coordinator
- Wellbeing Coordinator
- Admissions Manager

4. REFERENCE POINTS

4.1. Internal:

- Academic Integrity Policy
- Admissions Policy
- Additional Needs and Disabilities Policy
- Safeguarding Policy
- Student Complaints & Grievances Policy
- Student Disciplinary Policy

4.2. External:

- Equality Act 2000
- QAA Quality Code
- Mental Capacity Act 2005
- OIA Good Practice Framework
- Deprivation of Liberty Safeguards

5. DATE OF APPROVAL AND NEXT REVIEW

Version: 2.0

Approved on: 01 Sep 2023

Approved by: Academic Board

Next Review: August 2024