



Education With A Purpose

Medipro

STUDENT FITNESS POLICY

1. Introduction

Medipro takes the health, safety and wellbeing of all students seriously and seeks to provide an environment that is safe and conducive to study. In this context, the company has a duty of care to respond appropriately to situations where concerns are raised about a student and is obliged to act if a student's conduct or behaviour presents a risk or where such behaviour results in unreasonable demands being placed on staff, students or others.

The Student Fitness Policy applies to student conduct on Medipro premises and during study activities off site (for example practice placements) and to any other situation where conduct is brought to the attention of Medipro, which suggests a reasonably foreseeable risk to the student or others as described above.

For example, when a student's conduct is unacceptable in how they behave and treat other people, how they function in managing their own health and safety and where this type of behaviour impacts on other students, staff or members of the public. It may be that there are underlying health issues or substance misuse problems for example.

In these circumstances, it is appropriate for Medipro to act to minimise risks, prevent harm or disruption to the learning process, and to protect the health and safety of both the individual concerned and others around that person including patients.

2. Scope

Regarding the term Fitness to Practise, this will encompass both student conduct and good health in determining a student's professional suitability for the particular programme of study. And subsequent professional qualification and eligibility for future registration with professional bodies. This Fitness Policy applies to all students of Medipro.

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3. Operating Principles

The Student Fitness Policy is intended for use where the behaviour, disruption or risk presented by a student is perceived to be serious or potentially serious.

The policy is intended to be supportive rather than disciplinary in nature. However, Medipro reserves the right to refer to disciplinary procedures in those exceptional circumstances where students' health or behaviour poses a serious risk of harm to either themselves or others and where students have not positively responded to more supportive interventions.

All information provided regarding Fitness will remain confidential for use within the procedure and is subject to the requirements of the Data Protection Act. Only staff directly involved in the procedure will be given access to information. If there is a concern which would warrant medical assistance, Medipro will consider referring the student to our Occupational Health provider for assessment.

Where a student presents with significant concerns, the matter may be escalated directly to the third stage of the Fitness procedure without passing through the intermediate stages.

Medipro will use the following generic standards to assess Fitness. Students should have:

- A full awareness of their own health and safety and that of others.
- A full awareness of the risk of physical danger to themselves and others.
- The ability to communicate effectively with fellow students, staff and others. (this would include alternative methods of communication such as BSL, computer aided speech etc).
- The ability to undertake periods in private study without supervision (with or without supporting mechanisms).
- The ability to attend and engage effectively in lectures and tutorials, with physical and study support adjustments as necessary.
- The ability to submit coursework within required academic timescales.
- The ability to undertake assessment and engage effectively with the assessment process, with appropriate adjustments.



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4. Supporting Procedure

First Stage – Initial concerns

Medipro Staff may become aware of issues affecting a student's health, safety, wellbeing or behaviour. This could be directly observed, reported by a 3rd party or possibly suggested by the reactions, general presentation or demeanour of the student.

Staff should either approach the student in an empathetic and non-confrontational manner to try and ascertain the issue, or alternatively, should suggest to the student that they contact the Programme Leader (or equivalent) for support.

If a staff member talks to the student themselves, they should outline their concerns and offer to assist with referring the student.

The student should be asked to moderate their behaviour or to seek help with presenting issues:

- If the student responds positively, there would be no further action needed
- If the student fails to respond positively or refuses to cooperate, the member of staff should contact the Programme Leader (or equivalent) to discuss progression to the second stage of the procedure.

Second Stage – Continuing Concerns

If a student's health, safety, wellbeing or behaviour continues to cause concern, the issue will be taken up on referral, by the Programme Leader (or equivalent). The student will be invited to attend an initial interview. Within a confidential interview environment, issues facing the student and the student's perception of their actions will be discussed and assessed.

A mutually agreeable learning plan will be developed, which may include utilising internal support teams, but may also include referral to OH.



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The student will be advised of the consequences of not adhering to the learning plan, i.e. the potential for referral to the third stage of the Fitness procedure. Once the plan is agreed with both the student and staff concerned, a copy will be held by the Administration Department.

If the student refuses to cooperate or fails to adhere to the agreed learning plan, the matter will be escalated to the next stage.

Third Stage – Persistent Concerns

Should the situation persist, or the student's conduct continue to cause concern, then Medipro may conclude that the student's behaviour is putting health and safety, wellbeing or the academic progress of themselves and/or others at risk and will take action as appropriate. Such action may include suspension of study and/or referral to OH and removal from the programme.

The decision to suspend and/or referral to OH will be formally taken by the Programme Leader (or equivalent) following consultation. It is important to note that suspension of study is not in itself a disciplinary sanction but is to allow a period for a full assessment of the circumstances, with regard to the student and their study.

The suspension procedure is managed by the Administration Department, to ensure consistent application of the policy. The student will be notified formally in writing of the suspension and any associated terms and conditions.

OH may, with the student's permission, contact their GP for information regarding their health issues.

Fourth Stage – Return to Study

Students will be encouraged to maintain contact with the Administration Department during their period of suspension, to advise of progress and facilitate a return to study when the student's circumstances improve. This should be followed up with a letter indicating their wish to return to study. The student will be referred again to OH for assessment, so they should allow a reasonable time for this to take place. With the student's permission, OH may need to contact their GP for updated information regarding their health issues.



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Students should also be aware that return to study may only be possible at certain times of the academic cycle, depending on the programme being studied. So, for example dependent upon the timing and period of suspension, return to study may only be possible at the start of a new academic year.

Appeals

In order to appeal any decision taken on this process, there will need to be a written appeal addressed to the Programme Leader (or equivalent). The Programme Committee will then review the evidence and make a final decision.

5. Other issues

Declaration

All students enrolling on the Medipro Diploma in Paramedic Practice will need to complete a 'Student Health Declaration' before the programme commences. This can be found at Annex A.



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Annex A
Dated 18 May 17

STUDENT HEALTH DECLARATION

To be read in conjunction with the 'student fitness policy'

Student Name:

Student Number:

Date of Birth:

Sign one of the two statements below

I can confirm that I have read Medipro's 'student fitness policy' and that I know of no physical or mental condition that would render me unable to partake in this course or register as a Paramedic with the HCPC. If during the course, I sustain an injury or develop a condition that may affect my ability then I will inform a Module Leader as soon as possible.

I realise that it may be necessary for Medipro to request a copy of my medical records from my GP, to which I give my consent.

If applicable sign here:

Date:

PTO



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I can confirm that I have read Medipro's 'student fitness policy' and that I do have a physical or mental condition that may affect my ability to partake in this course, which I have already discussed with a Medipro representative, they are able to make reasonable adjustments to accommodate me.

If during the course, I feel that my condition/injury has worsened, or I develop any other condition/injury then I will inform a Module Leader as soon as possible.

I realise that it may be necessary for Medipro to request a copy of my medical records from my GP, to which I give my consent.

If applicable sign here:

Date: