

## FITNESS TO RETURN OR REMAIN POLICY AND PROCEDURE

### 1. PURPOSE

Students who are 'at risk', or who are reported as 'at risk' of harm to self or others are offered support at University College through the Fitness to Return or Remain Policy and Procedure.

### 2. POLICY AND PROCEDURE

2.1 Students suspected of being at risk will be asked to an interview with the Dean of Students and Student Wellbeing Coordinator. This meeting will take place at any time of semester, as deemed necessary, and the Fitness to Return or Remain Procedure will be explained in detail. At the sole unfettered discretion of the Dean of Students, students may be required to supply to the Dean of Students evidence of their fitness to return or remain at College. Such evidence will be required to be to the satisfaction of the Dean of Students. If the student is unable to, or refuses to attend any scheduled meeting, or refuses or fails to provide the evidence as sought by the Dean of Students within a reasonable period of time of the request for evidence having been made of the student, the Dean of Students and Student Wellbeing Coordinator may make an assessment of the students fitness to remain or fitness to return based on the information available to them at that time and provide that assessment to the Head of College. The ultimate determination of the student's fitness to remain or fitness to return will be made by the Head of College in discussion with the Senior Management team (Dean of Students, Dean of Studies and Commercial Manager).

2.2 A residential college is not always the most appropriate place for people going through known or suspected mental or physical health issues, or who are displaying or participating in self-destructive behavior such as suicide threats or attempts, self-harm, drug use and other associated at risk behaviors. Moreover, such behaviors can have a large impact on the peer community. The College is not equipped to manage and/or supervise such 'at risk' behaviors and also has a duty to avoid placing such responsibilities of the College's other residents, staff, resident tutors or youth workers as this can cause anxiety, stress or academic disadvantage for them in turn. As part of the Fitness to Return or Remain Policy and Procedure, the student may be asked to move off campus and to a place of better support, to maximize safety of the student or those around them.

2.3 If the student does wish to seek to return or remain at college, s/he/they must:

2.3.1 Provide a signed Permission to Obtain and Release Information Consent Form.

2.3.2 Give express and irrevocable permission to the College to inform appropriate members of the College staff and residential team of the student's condition/s and the on-going status of treatment to help support the student through this period.



- 2.3.3 Provide a letter describing a Management Plan from a medical professional including: psychologist, counselor, specialist, physiotherapist etc. about steps currently being taken to address the ongoing issue. This should include the frequency of on-going counseling; medical support, surgeries, medications etc.
  - 2.3.4 Provide a letter from the student seeking readmission or to remain at College. This letter must include how the student expects to follow their Management Plan. This letter must also include details of emergency contacts in the case of direct action needing to be taken. This person should be a family member, guardian or a health professional. This person must be able to be contacted at all times, given that crises often happen after hours or on weekends when college staff may be unavailable.
  - 2.3.5 Make an appointment with the Dean of Studies to discuss any academic concerns arising and to be provided with relevant academic support structures. A separate Academic Action Plan may be created, and, if so, the student will be expected to follow the Plan in order to be considered fit to return and/or remain.
  - 2.3.6 Attend regular appointments with the Dean of Students or Student Wellbeing Coordinator while in residence to ensure that they continue to be fit to remain across the semester, and to enable altered support structures as the student's situation changes.
- 2.4 On receipt of and consideration of all relevant paperwork and reports, the Head of College in discussion with the Senior Management team (Dean of Students, Dean of Studies and Commercial Manager) will make a determination regarding the students' fitness to return or remain. Such a determination will not carry the right of appeal, although the student is able to apply again after 6 months, and on the production of new relevant information.

### **3. CONFLICTS WITH STANDARD RESIDENT TERMS AND CONDITIONS**

In the event that any of the terms and conditions in this policy conflict with any of the standard resident terms and conditions, the terms and conditions set out in this policy will prevail.

**4. APPROVAL AND REVIEW DETAILS**

Approval and Policy Owner	Details
Approval Authority	Council
Advisory Committee to Approval Authority	
Policy Owner	
Next Review Date	

Version Control	Date Approved	Description of Change
V1		Original
V2		
V3		