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| **Fitness to Study Policy** | | A logo with a circle and a letter  Description automatically generated |
| **OWNED BY:** | **VP, Student Experience and External Relations** | | |
| **DATE OF LAST REVIEW** | September 2025 | | |
| **PLANNED NEXT REVIEW:** | **September 2026** | | |
| **APPROVAL** | **SLT** | | |

**Introduction**

Our fitness to study policy is designed to support students in maintaining their well-being and academic performance. It works in conjunction with the Admissions Policy.

**Definition**

For this policy, ‘Fitness to Study’ refers to a student's capacity to fully engage with college life, both academically and otherwise, without unreasonable detriment to their wellbeing and whilst maintaining appropriate standards of behaviour. The focus is on mental and physical health as they relate to academic success.

**Assessment Process**

Fitness will be assessed, following referral from a variety of sources including self-referrals, a parent communication during the application process, referrals from staff - admissions, academic support or pastoral staff, received from school review meetings or through formal evaluations by health professionals.

The Admissions Panel will consider:

* the individual’s present situation including school record of attendance, sustainable ability to manage classroom demands and college life.
* likelihood to manage their study programme with minimum of 95% attendance
* the college’s ability to meet the needs of the applicant, with reasonable adjustments
* the college’s ability to put in place appropriate support, subject to relevant funding
* likelihood of the applicant succeeding based on qualifications on entry and national data versus any mitigating circumstances
* the college’s ability to keep the applicant safe on site
* the risks to the mental and physical safety of other students and staff

**Confidentiality**

Any information shared during the assessment process will be kept confidential, adhering to privacy regulations. Documents will be securely file streamed and attached to the relevant application and summary notes may be made in the safeguarding log.

**Interventions**

Where an enrolled student sustains a period of absence due to ill health, the college will assess potential interventions or adjustments that can be made to support a student’s return to full study, such as modified course loads, timetabled catch-up support or additional academic support.

**Appeals Process**

Applicants who have not been offered a place are entitled to appeal against that decision to the Admissions Appeals Panel.

Applicants wishing to lodge an appeal should email [admissions@cirencester.ac.uk](mailto:admissions@cirencester.ac.uk) providing new mitigating evidence explaining the circumstances around their situation and why they feel they should be granted a place (max 500 words).

Appeals Panels will be arranged as and when necessary.

Application appeals will be processed within 10 term-time working days of the appeal. Enrolment appeals will be heard within 21 days of publication of GCSE results. The decision made by the Appeals Panel is final.

**Responsibilities**

Where an applicant is offered a place or a student is being supported to return to study, the college is responsible for putting the agreed support in place, the student is responsible for their attendance (expectations are between 95% and 100% attendance), completing work in a timely way and maintaining their fitness to study.

The College will monitor and regularly review each student who joins the college following a fitness to study assessment and intervene as necessary.