

- 2.5 Students absenting allocated to attend the key meetings to protect their procedural interests and raise any concerns.
- 2.6 This process may be stressful for students and staff, and so all due care will be taken to recognise this and minimise its impact of those involved.
- 2.7 This programme of study may be compromised, and does not therefore provide guidance on instances of temporary ill health or stress which may arise in the usual course of the time of deadlines; finding ways to coordinate multiple priorities). Support in tackling such issues can be provided by programme staff, and students may also find fellow students a valuable source of support for sharing ideas and strategies. However, where the pressure of studying does begin to present as a serious concern that may the programme, the terms of this policy may be referred to.

3 Fitness to Study Policy

- 3.1 On occasions, point where it may become impossible for them to be able to continue their studies.
- 3.2 This policy outlines the appropriate response and action to be taken by staff where it is believed that the behaviour, or the mental or physical health of a student:
- a) May prevent them from gaining benefit from the educational provision at a particular time, and/or
 - b) Disrupts the teaching, learning or support of others students.
- 3.3 The IIS promotes positive behaviour among staff and students, with a view to helping each student tap into and grow from their own potential. Students enjoy a wide range of support besides teaching staff and the programme team (including our dedicated Academic Skills Support Team), namely Academic Advisers and specialist help and guidance with concerns related to mental health through Only Connect and UCL Psychological and Counselling Services (the latter is for STEP only). In this vein, students under this policy will be considered from a supportive perspective rather than a disciplinary one.
- 3.4 The Institute, however, reserves the right to invoke the Student Code of Conduct a risk of harm to either themselves or others, or where students do not positively respond to more supportive interventions.
- 3.5 This policy has three stages, based on the seriousness of risk posed by the behaviour or health of a student. The three stages reflect the level of difficulty or disruption highlighted, as well as the response of a student to any intervention.

Skills Support Team (ASST), where their needs are assessed and support discussed and arranged as appropriate. In line with the principles of this policy, committed to supporting students, students may be encouraged to apply for reasonable adjustments and/or a Learning Support Agreement.

3.13 Should the student be able to respond positively then staff must discuss the situation with the Head of relevant department. It may then be an outcome that Stage 2 is invoked.

3.14 In cases where a student is registered on a programme administered by the Department of Graduate Studies, the student will be invited to meet with the Programme Leader or Student Services Manager to discuss the issues (note-taker to be present). Together they can a
ill health and/or behaviour is having on themselves and/or the Institute community. The student may bring a friend (this does not include a lawyer or legal adviser) to the meeting.

with a view to making a recommendation to the Co-Director to agree or reject a Return to Study. In making that decision to staff.

4.3

AMC for reference by the post-holder responsible for conducting that stage of the disciplinary procedures. The student would be allowed to retain a copy of the report.

- 6.1.3 The purpose of the adjournment would be to inform the disciplinary procedures of any psychological circumstances which may have affected or be currently affecting the student. It would also ensure that, as far as possible, a student who is not deemed to pose a risk to themselves or others but whose problems may be exacerbated unduly by formal investigation may be given the opportunity to seek help and the possibility of a resolution of the issue independently of the disciplinary procedures. A student referred to a medical professional should be strongly encouraged to take advantage of the offer. However, if the student refuses the offer, or fails to make

