

EEG - Fitness to Study Policy			
Current Status	Awaiting Approval	Last Review:	November 2025
Responsibility for Review:	Group Head of Student Welfare and Safeguarding	Next Review:	November 2027
Roles Responsible for Review:		Originated:	October 2017
Approved by:	SET Curriculum	Committee:	
Type of Policy:	Staff / Students	Quality Assured by:	Policy team

1. General/Purpose

- 1.1 This policy applies to the college settings within Eastern Education Group (EEG), which includes:
 - Abbeygate Sixth Form College
 - One Sixth Form College
 - West Suffolk College (including all PPL centres)
- 1.2. EEG believes in respect for everyone and wants to develop our community by valuing diversity and advancing equality.
- 1.3. EEG recognises its duties under the Equality Act to ensure that it makes reasonable adjustments to address any substantial disadvantages that students with disabilities may face in accessing the services, facilities and the benefits our colleges have to offer.
- 1.4. EEG seeks to ensure that all students can study and take advantage of the educational opportunities on offer to the best of their abilities in a supportive and inclusive environment.
- 1.5. Our colleges aim to be welcoming, inclusive environments for all who learn, work or use our services.
- 1.6. In circumstances where there are significant / urgent concerns about the risks posed by a student's physical or mental health, immediate action will be taken. This is especially true when a student may be a danger to themselves or to others.
- 1.7. In circumstances where there are significant / urgent concerns about the risks posed by a student's physical or mental health, our Welfare Officers will assess the risk posed by the student and will make contact with their next of kin.
- 1.8. Where possible Welfare Officers will gain the student's consent to contact their next of kin however, EEG reserves the right to contact their next of kin even if consent is not given or if the student is unable to give such consent.
- 1.9. The student will be advised that they must return home or be taken to a place

of safety. The next of kin will be asked to collect the student and advised to seek medical aid or indeed take them to the safety of a hospital.

- 1.10. In this instance of high risk, a decision about a student's fitness to study will be made by the Welfare Officers who will assess risk or in their absence a Designated Safeguarding Lead (DSL).
- 1.11. The student must remain absent from college until their medical practitioner advises that they are fit to return to study and that any potential risks are manageable within the environment in which they are studying.
- 1.12. Confirmation of this decision must be made by the GP/hospital in the best interests of the student's progress. This decision should be confirmed in writing where possible.
- 1.13. During the period of absence from the college, the Personal Progress Tutor (PPT) responsible for the student will maintain in regular contact with the next of kin to ensure the student's wellbeing and progress are monitored and any return to college can be managed positively and effectively. All contact will be recorded appropriately by the PPT, and the Welfare Officer updated.
- 1.14. EEG remain mindful of its duty to care and its obligations under the Equality Act 2010 and under the Data Protection Act 1998, however, situations may arise where a student's support (as a result of changes in their physical or mental health) fall outside the scope of support the College can reasonably be expected to provide e.g. providing additional staff support in cases of suspected epilepsy. *Note:* this is not an exhaustive list and each situation is considered on a case by case basis where behaviour arises out of a health condition or a disability and persists despite all reasonable adjustments having been made to accommodate it.

Revision History – Fitness to Study Policy

Revision date	Reason for revision	Section number	Changes made
July 2023	Upgraded	All	Upgraded from an appendix to the Attendance policy to a Stand-alone policy
Nov 2025	Review	1.1	Addition of appropriate colleges to the policy
		1.4	Text amendment referencing EEG
		1.5	Removal of references to Equality Act and reasonable adjustments – change to inclusive environment for all who learn, work or use our services.
		1.7	Amendment to text – removal of student's consent now referencing referring to next of kin.
		1.8	Amendment to text – referencing EEG reserving the right to contact next of kin.
		1.12	Amendment to text – should confirm in writing rather than must confirm.

		1.14	Amendment to text – each situation is considered on a case-by-case bases.
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