1.0 Purpose of these Procedures

Students who are registered to study for academic programmes at the University of Bradford that lead to a qualification, recognised and/or accredited by a professional body for the purposes of registration as a health care or social care professional, have certain privileges and responsibilities that differ from those of other students. Because of this, different standards of professional behaviour are expected of them. Students must be made aware that their behaviour whilst at University, whilst on any placement in the practice setting, and in their personal lives, may have an impact on their fitness to practise. Their behaviour at all times must justify the trust that the public places in these professions. Health can also affect a student’s fitness to practise, especially in cases when the problems have implications for the safety of patients, carers, service users or colleagues, even when there are no complaints about a student’s behaviour. The University must make reasonable adjustments for students with a disability or impairment as detailed in the Disability Discrimination Acts (1995 & 2005); however students must be informed from the outset that an impairment or health condition may make it impossible for students to graduate with an accredited or registered qualification.

The Regulatory bodies of the health and social care professions require that, any person applying to be registered with them, must satisfy the registrar that their fitness to practise is not impaired, and that they are of good character. Professional regulatory and accrediting bodies may also require that approved Student Fitness to Practise procedures are in place for accreditation purposes.

Schools must ensure that students are aware of the SFtP procedures and that, if a fitness to practise issues exists, their qualification may not be recognised by the relevant regulatory body for registration purposes. In addition, a fitness to practise issue may also prevent the student from undertaking compulsory learning in the practice setting, which would preclude the award of the registered qualification.

The Council for Healthcare Regulatory Excellence (CHRE) advised in 2008 that

- HEIs should have formally agreed mechanisms for removing students from contact with patients if their fitness to practise is impaired;
- Professionalism should run as a developing strand throughout the course of study;
- Regulatory bodies and HEIs should agree to a Code of Conduct for students;
• Research cited by the CHRE identifies a positive link between doctors disciplined by their medical board and unprofessional behaviour at medical school;

• Patient safety may be achieved either through student registration with the professional body (the GOC model) or through SFtP procedures owned and operated by the HEI.

Fitness to practise as a student can be defined as the absence of evidence that a student is unfit to practise as a student. A student’s fitness to practise is called into question when their behaviour or health raises a serious or persistent cause for concern about their ability or suitability to continue on the accredited qualification. This includes, but is not limited to, the possibility that they could put patients, carers, and other service users or other students, staff or the general public at risk, and the need to maintain trust in the profession.

Confidentiality and disclosure

The Health and Social Care Act 2008 permits prescribed bodies to share information about the conduct and performance of healthcare workers which may show that the worker is likely to constitute a threat to the health and safety of patients. Regulators and HEIs will be included as prescribed bodies.

2.0 Admissions

Potential applicants must be made aware of the SFtP requirements and procedures, including what information will be disclosed to the regulatory body, and that a health impairment/condition or criminal convictions obtained either prior to or during registration as a student may prevent them from registering with the relevant regulatory body.

3.0 The Key elements of the SFtP Procedures

3.1 Communication, awareness and education

3.2.1 Prospective students must be made aware of SFtP information in the UG prospectus, course brochure, web-pages and during open days and applicant visit days.

3.2.2 Students will be informed that their relevant department or school is responsible for ensuring that they are fit to practise as students.

3.2.3 Students will be informed that the department or school will consider information or concerns from any source both within and outside the University when SFtP issues are considered.
3.2.4 All academic staff in the department, division or school and other relevant staff within the University must be made aware of, and should be familiar with, these fitness to practice procedures.

3.2 Introduction

3.2.1 Student fitness to practice procedures (SFtP) should be read in conjunction with the University’s framework for dealing with student welfare and discipline.

3.2.2 As a requirement of registration on the academic programme, all students are required to sign a Good Character Declaration. A CRB (Criminal Records Bureau) check may be used as a measure of this and completion may be a requirement of acceptance onto the programme.

3.2.3 At the start of each subsequent Stage of their programme, students will be required to sign a Continuing Good Character Declaration to ensure that they have not been subject to any potential fitness to practice issues in the preceding year.

3.3 Raising Concerns

3.3.1 Concerns about a student’s fitness to practise may be raised from any source and about any issue that may arise both on and off campus, and during, or out of term time. Concerns may be raised by members of staff of the University, fellow students, members of the public or anyone concerned with the supervision of an off campus placement or other agencies such as the Police, Social Services, Occupational Health Services or campus security staff.

These may include concerns about a student’s:

- health or well-being, including failure to seek appropriate medical treatment or other support; unreasonable failure to follow medical advice or care plans and treatment resistant conditions which might impair fitness to practice.

- Drug or alcohol misuse (including driving with excess alcohol or under the influence of drugs); alcohol or drug consumption that affects the work or work environment; possessing or dealing illicit drugs; misusing therapeutic or illicit drugs.

- Attitude or behaviour either at the University or in practice including breaches of confidentiality; sexual or racial harassment, persistent rudeness; bullying; unlawful discrimination.

- Poor or non-attendance at the compulsory elements of the programme, either at the University or in practice.

- Honesty e.g. fraudulent behaviour, plagiarism or misrepresentation; this includes signing in for other students.
• Inappropriate behaviour e.g. aggressive, violent or threatening behaviour including verbal threats or physical violence or threats of any kind which may be in person or via email, Blackboard, internet forums or text messages

• Breaking the University’s disciplinary code which might render them unfit to practise

• Behaviour that occurs whilst they are away from the University, which might render them unfit to practise

• Offending background for example convictions, warnings, reprimands and cautions. It is the student’s responsibility to inform the University of any such Matters via the Good Character Declaration Form.

• persistent inappropriate attitude or behaviour, for example lack of commitment to academic work, neglect of administrative tasks, poor time-keeping, infrequent or non-attendance, poor communication, failure to accept or follow educational advice, failure to follow health and safety requirements.

3.3.2 Concerns may be raised orally in the first instance, but must be followed up in writing, addressed to the Head of the relevant Department or Division. The person raising concerns is expected to identify themselves; anonymous allegations will not normally be acted on. In some exceptional circumstances it may be possible to keep the identity of the person raising concerns confidential if this would be in either their own or the student’s best interests.

3.4 Investigation

3.4.1 On receipt of a written statement of concern, the Head of Department or Division, or their nominated deputy, will decide whether the complaint can be dealt with informally, or whether it warrants formal investigation.

3.4.2 If the Head of Department or Division feels that the matter can be dealt with informally, then the case will be referred to the appropriate person, for example the programme leader or the student’s personal tutor. This stage of the procedure should normally take no more than five working days, and may or may not necessitate contacting the student for further information.

3.4.3 If the matter cannot be resolved informally, the Head of Department or Division will appoint an ‘investigator’, who will conduct an initial investigation. Normally this will be a senior member of staff within the Department or Division, however it may, in certain cases be more appropriate to appoint an investigator from another Department, Division or School. Each Head of Department or Division should have a cohort of potential investigators to call on, who have been suitably trained in the role.

The Head of Department or Division will inform the student in writing
- Of the concerns raised about him/her
- That an investigation is to be conducted under this procedure
- The identity of the investigator
- Whether the student is required to attend University/placement, as per their timetable, pending the outcome of the procedure, after consultation with the appropriate professional or practice partner
- Whether he/she will be recommending to the Vice-Chancellor that the student should be suspended from the University, pending the outcome of the procedure
- Of the support services available to the student from the University and the Student Union.
- Of their right to be represented by, and/or have in attendance at any investigative meetings, one person nominated by the student.
- That the student should be encouraged to contact their personal tutor for advice and support, unless the tutor is already, or is likely to become, involved in the investigation/fitness to practice process. If this is the case, the student may approach any member of staff they feel could support them.

The student must be provided with a copy of this procedural document. Once the investigation commences (normally within five working days of the initial request), then this stage of the procedure should normally take no more than ten working days.

3.4.4 The student has the right to respond to the concerns either by requesting a meeting with the investigator and/or through the submission of a written statement.

3.4.5 The investigator must conduct the investigation in a timely manner, using appropriate methods of evidence gathering, which may include:

- Interviewing the relevant University staff and/or the relevant placement tutor or the practice educator or professional lead.
- Interviewing the student concerned
- Obtaining a written, professional opinion on the effect of the student’s behaviour, or state of health/well-being, on their fitness to practise
- Obtaining other relevant documents
- Obtaining information about the student’s progress on the course.

3.4.6 The student may be accompanied in all meetings by a nominated person of their choosing.
3.4.7 The investigator should be accompanied in all meetings/ interviews with the student under investigation by a colleague, who will make a written summary of discussions, outcomes and actions. This summary should be shared with the student.

3.4.8 If relevant information should come to light at any time during the investigation, the investigator may, after consultation with the Head of Department or Division, recommend to the Vice Chancellor, that the student should be suspended from practice and/or theory.

3.4.9 The investigating officer will make a written report on their investigation to the Head of Department or Division, normally within 15 working days of the commencement of the investigation.

3.4.10 On receipt of an investigation report, the Head of Department or Division, in consultation with the programme leader, and other tutors if appropriate, will decide on one of the following outcomes:

- That the concerns are groundless
- That the concerns have been addressed
- That the student should receive a verbal and/or written warning
- That, in the case of a health issue, the student is referred to the Disabilities Office for assessment or the appropriate medical advice is sought.
- That, in consultation with the Deputy Vice-Chancellor (Academic), the matter should be referred to a SFtP Panel for further consideration.

The Head of Department or Division will then write to the student to inform them of the outcome of the investigation, normally within 10 ten working days of receipt.

3.5 Personal Tutors and Investigators

3.5.1 A student’s personal tutor will not act as investigator or as a member of the SFtP panel. This allows the tutor to support the student.

3.5.2 The investigator’s role is to gather evidence and present it to the SFtP panel. They will not be part of the SFtP panel.

4.0 Student Fitness to Practice Panel

4.1 Setting up a SFtP Panel

4.1.1 If the Head of Department or Division decides that the matter should be referred to a SFtP Panel for further consideration, he/she will write to the student to inform them of:
The date, time and location for the SFtP Panel meeting, giving not less than 10 working days notice of the meeting. The letter should include a requirement for the student to reply, indicating their attendance and who, if anyone will accompany them.

The names and status of members of the SFtP Panel.

The student’s right to be represented at the meeting by a person nominated by the student (normally the University’s Students’ Union)

their right to present written information to the SFtP Panel; such written information must be lodged by the student with the Head of Department or Division, five working days before the date set for the SFtP Panel meeting.

The support services available to the student from the department (usually through the student's personal tutor), the University and the Student Union

In the event of non attendance (without very good reason) the SFtP Panel meeting will continue in their absence.

4.1.2 The Student Fitness to Practise Panel will normally consist of:

- An independent lay Chair from outside of the student’s home School, appointed by the DVC (Academic)
- One academic member of staff who is a registered practitioner from the profession to which the student’s programme of study relates to
- One registered practitioner from the profession to which the student’s programme of study relates to, and who is external to the University.
- An independent member nominated by the Student Union
- A lay member of academic staff appointed by the DVC (Academic)

The SFtP panel will normally consist of 5 members, of which three of these should be lay members. Other SFtP panel members may be appointed on a case by case basis to represent balanced approach to the matters under consideration. All panel members must be suitably trained, and have experience of equal opportunities, diversity and anti-discrimination issues.

4.1.3 The investigator will be in attendance and present the case to the panel. This person is not a member of the SFtP Panel and will not take part in decision-making.

4.1.4 Another member of staff appointed by the University will be present throughout all meetings of the SFtP Panel to take notes, record decisions and determinations and advise on procedural issues. This person shall be familiar with
the SFtP procedures and the University’s Disciplinary Regulations however they are not a member of the SFtP Panel and will not take part in decision-making.

4.1.5 The student will normally be required to attend the SFtP Panel meeting in person.

4.1.6 The student’s representative may speak on their behalf in the meeting, but it is expected that the student will respond to the issues of concern and answer questions put to them by the SFtP Panel. This allows the student to personally describe the course of events surrounding the issues raised and present any extenuating circumstances for the SFtP Panel to consider.

4.1.7 The SFtP Panel meeting is not intended to be a disciplinary hearing although disciplinary matters may arise out of such a meeting. The aim of the SFtP Panel meeting is to resolve matters causing concern for a student’s fitness to practise, preferably with the student’s consent and cooperation.

4.1.8 The SFtP Panel may decide the procedure to be adopted in its meetings, depending on the circumstances of the case. Nonetheless the following elements should be allowed:

- The student must be informed of the issues giving cause for concern;
- The student may present evidence either before or exceptionally during the meeting;
- The student may ask questions of any individuals present, and any individuals present may ask questions of the student or his/her representative (if present); all questions should be addressed through the SFtP Panel Chair;
- The SFtP Panel may adjourn the meeting to seek further evidence, for example from an Occupational Health specialist;
- Evidence may be shared with the student and his/her representative where possible, given due regard to Data Protection and confidentiality of the contents.

4.1.9 The panel is to deliberate on the evidence presented by the investigator, the student, expert advisers, and witnesses if applicable, and reach a determination. The panel should set out its determination in writing, which should include the decision, reasons for the decision and details any warnings or sanctions.

4.1.10 The panel should also set out in the determination, any requirement to inform the relevant regulatory body as required by the Health and Social Care Act 2008.

4.1.11 The Chair of the SFtP panel will write to the student, normally within four working days of the SFtP panel meeting, to confirm the outcome of the meeting and any sanctions imposed. This may also specify actions to be taken by the student.
4.2 Hearings

4.2.1 The School will ensure that proceedings are fair and transparent and that

- The panel is unbiased and there are no perceived conflicts of interest between the initial investigator(s), panellists and the student;
- The SFtP hearing should normally be held within 2 months of the outcome of the initial investigation;
- There is proper disclosure of information and equal opportunity to present evidence;
- The student is provided with a complete copy of the information presented to the panel;
- The panel applies the civil standard of proof - that facts must be found proved on the balance of probabilities;
- Decisions and sanctions are proportionate, and that reasons for the decisions are explained;
- Written records are kept of all evidence placed before, or heard by, the Panel.

4.2.2 Should a student fail to attend a hearing, then the hearing will continue without the student unless the panel accepts that there is a very good reason for the student’s absence, in which case the SFtP panel meeting will be adjourned.

4.2.3 Students will be entitled to bring a representative or supporter of their choice, normally a representative of the Student's Union. The student will be notified of this right by letter, and will be required to provide the name and status of their representative to the Chair of the SFtP panel, no less than 2 days before the meeting. The representation and support must protect the student's rights, in accordance with the Human Rights Act 1998.

4.2.4 The Chair of the SFtP panel will ensure that each case is heard in an objective manner, and that the University's policy statement on equality and diversity is adhered to throughout the hearing.

4.2.5 Students will be notified by letter that if they have a disability that requires reasonable adjustments to be made during the hearing, that they should contact the disabilities office for assessment. The disabilities office will be required to submit a report to the Chair of the panel, who will arrange for any recommended and reasonable adjustment to be made.

4.3 Outcomes
4.3.1 The SFtP Panel has the discretion to make any decision appropriate to the circumstances, wherever possible with the student’s agreement. Such decisions may include:

- The student receives no warning or sanction
- The student receives a warning, as there is evidence of misconduct but the student’s fitness to practise is not impaired to a point requiring a sanction
- The student’s fitness to practise is judged to be impaired and they receive a sanction. Beginning with the least severe, the sanctions are:
  - Conditions or undertakings
  - Suspension from the academic programme, subject to confirmation by the Vice-Chancellor.
  - Expulsion from the academic programme, subject to confirmation by the Vice-Chancellor.

4.3.2 In the case of suspension or expulsion of the student from the student’s academic programme, the Chair of the SFtP Panel shall inform the student that the panel’s decision is subject to review by the Vice-Chancellor.

4.3.3 In the case of expulsion from the student’s academic programme, the student may be eligible.

- to transfer to another academic programme within the University and/or
- For a non-registrable fall-back award or
- To take additional credits, with a view to exiting the programme with a non-registrable fall-back award.

4.3.4 The panel will consider the options available, starting with the least severe and moving to the next outcome, only if satisfied that the warning or sanction is not sufficient.

4.3.5 If a student suspends their registration from the programme before the SFtP panel meets, then the student will be informed that their reinstatement will be subject to the outcomes and determinations of a future SFtP panel.

4.3.6 The Head of Department or Division will, in agreement with the Vice-Chancellor or his nominee, consider whether it is necessary to suspend a student temporarily while the SFtP investigation or hearing takes place. In making its decision, the Head of Department or Division will take into account the necessity to protect patients, service users and the public, the student in question and other students and staff.
4.4 Warnings and Sanctions

4. 4.1 Warnings and sanctions will remain on a student’s file throughout the duration of the student’s registration on the academic programme.

4. 4.2 A record of any imposed sanctions will, in addition, be kept on the students file for 36 months subsequent to the student leaving or completing the programme.

4. 4.3 Any student receiving a warning or a sanction will be closely monitored by the student’s personal tutor, and will attend an annual fitness to practice interview with their personal tutor and the relevant programme leader. Notes will be taken during this interview and placed on the student’s file.

4. 4.4 Any student who receives a warning or sanction will be informed in writing why they have received it, its intended purpose, how long it will remain on their file and whether or when their fitness to practise will be considered again in a formal hearing.

4.5 Warnings

4.5.1 A Warning is a formal statement that indicates that a student’s behaviour represents a departure from the standards expected of students, and should not be repeated. A warning will be issued when a student’s behaviour raises concerns, but it is not so serious that their fitness to practise is impaired.

4.5.2 Any student receiving a warning will be offered support, in the first instance through their personal tutor, to allow them to address any underlying problems that may have contributed to their unacceptable behaviour.

4.5.3 Subsequent incidents will be considered in the light of earlier warnings, as patterns of poor behaviour may give rise to more serious concerns about a student’s fitness to practise.

4.6 Sanctions

4.6.1 When a SFtP panel decides to impose a sanction it will make it clear in its written determination that it has considered other options, and why these are not appropriate. The panel will give reasons, including any mitigating or aggravating factors that influenced its decision to impose a particular sanction.

4.6.2 Under the Health and Social Care Act 2008, the University of Bradford may have a legal responsibility to inform the relevant regulatory body, of any sanctions that it imposes on students.

4.6.3 Students will be informed in writing of any sanction that is disclosed to the relevant regulatory body by the University.
4.6.4 Students may also have a responsibility to inform the relevant regulatory body, at the time of their application to register with them, of any imposed sanction. If so then the student will be informed of this in writing.

4.7 Sanction 1 – Conditions

4.7.1 Conditions are appropriate where there is significant concern about the behaviour or health of a student. This sanction should be applied if the panel is satisfied that a student might respond to remediation, and has displayed insight into their problems. The panel should consider any evidence such as reports on the student’s performance, health, behaviour, and any other mitigating circumstances.

4.7.2 Before imposing conditions, the SfTP panel should satisfy itself that:

- The conduct, performance or health of the student can be improved through conditions;
- The objectives of the conditions are clear;
- Any future assessment will be able to establish whether the conditions have been complied with, the objective has been achieved, and whether patients, carers, service users or others continue to be at risk.

4.7.3 Although this list is not exhaustive, conditions may be appropriate when most or all of the following factors are apparent:

- The student has demonstrated insight, and there is no evidence that they are inherently incapable of, or unwilling to comply with good practice and professional values;
- There are identifiable areas of the student’s studies in need of further assessment or remedial action;
- The student is willing to respond positively to support and conditions;
- the student is willing to be honest and open with patients, carers or other service users, other students and staff if things go wrong;
- there is evidence, in cases involving relevant health issues, that the student has genuine insight into their health problem, is aware of the necessity of complying with the guidance on health, and has agreed to abide by conditions relating to their medical condition, treatment and supervision;
- Patients, carers or other service users will not be put in danger either directly or indirectly as a result of the conditions;
- The conditions will protect patients, carers or other service users.
4.7.4 If a SFtP panel has found a student’s fitness to practise impaired by reason of physical or mental health, the conditions should relate to the medical supervision of the student, as well as to supervision in learning and practise environments.

4.8 Sanction 2 - Undertakings

4.8.1 An undertaking is an agreement between a student and a school when there is a determination, and a student acknowledges, that their fitness to practise is impaired.

4.8.2 Undertakings may include restrictions on the student’s practice or behaviour, for example a limitation may be placed on their contact with patients, carers or other service users or permission to undertake placement learning may be restricted or suspended temporarily.

4.8.3 Undertakings will only be appropriate if there is reason to believe that the student will comply with them, for example, because the student has shown genuine insight into their problems and potential for remediation. The panel may wish to see evidence that the student has taken responsibility for their own actions, and taken steps to improve their behaviour.

4.8.4 When considering whether to invite the student to accept undertakings, the panel should consider:

- Whether undertakings appear to offer sufficient safeguards to protect patients, service users and the public;
- Whether the student has demonstrated sufficient insight.

4.8.5 Undertakings should be monitored by the student’s personal tutor. The student’s personal tutor will submit a 3-monthly report on progress to the programme leader to report on the student’s compliance.

4.9 Suspension from the academic programme

4.9.1 Suspension prevents a student from continuing with their course for a specified period and graduating at the expected time. Suspension is appropriate for misconduct that is serious, but not so serious as to justify expulsion from the academic programme.

4.9.2 When a student returns from suspension, they may be required to comply with further conditions. These will be made clear to the student on their return.

4.9.3 Although the list is not exhaustive, suspension may be appropriate when some or all of the following factors are apparent:

- a breach of professional values that is serious, but is not fundamentally incompatible with the student continuing on a course, and not so serious as to
justify expulsion to protect patients, service users or the public but, given the seriousness of the breach, any sanction less than suspension would not be in the public interest;

- The student’s judgement may be impaired, in cases that relate to the student’s health, and there is a risk to the safety of patients, service users or the public if the student were allowed to continue on the course, even under conditions;

- There is no evidence that the student is inherently incapable of following good practise and professional values;

- The panel is satisfied that the student has insight and is not likely to repeat the behaviour;

- There will be appropriate support for the student when they return to the academic programme.

4.10 Expulsion from the academic programme

4.10.1 The panel may recommend that a student be expelled from the academic programme, if it considers that this is the only way to protect patients, service users and the public, other students or staff. The student should be helped to transfer to another course, if appropriate. However, the nature of the student’s behaviour or health may mean that they will not be accepted on health or social care related courses, or on any other course.

4.10.2 Expulsion, the most severe sanction, should be applied if the student’s behaviour or health is considered to be fundamentally incompatible with continuing on the relevant health or social care programme or eventually practising as a health or social care professional. Although this list is not exhaustive, expulsion may be appropriate when a student has:

- Seriously departed from the principles set out in a published Code of Conduct for Students in the relevant discipline and in this guidance;

- Behaved in a way that is fundamentally incompatible with being a health or social care professional;

- Shown a reckless disregard for the safety of others;

- Caused serious harm to others, either deliberately or through incompetence;

- Abused their position of trust;

- Violated the rights of a patient, carer or service user or exploited a vulnerable person;
• Committed a serious offence of a sexual nature, including creating or obtaining child pornography;
• Committed offences involving violence;
• Been dishonest, including covering up their actions, especially when the dishonesty has been persistent;
• Put their own interests before those of patients, carers or service users;
• Persistently shown a lack of insight into the seriousness of their actions.

4.11 Suspension or Expulsion from the academic programme

4.11.1 In cases where the SFtP Panel wishes to recommend to the University Senate that the student should be suspended from the course for a defined period of time, the matter is referred to Vice-Chancellor or his nominee under the relevant provisions of the University’s Disciplinary Regulations.

4.11.2 In cases where the SFtP Committee wishes to recommend to the University Senate that the student should be terminated from the programme as unfit to practise, the case file and recommendation are sent to the Vice-Chancellor or his nominee under the relevant provisions of the University’s Disciplinary Regulations. The Vice-Chancellor or his nominee will consider whether the stated procedure was followed, whether a reasonable decision was made on the basis of the available evidence, and whether clear reasons have been given for the decision. The Vice-Chancellor or his nominee will notify the student of his/her decision in writing.

5.0 Appeals

5.1 Appeals against a warning or sanction other than suspension or expulsion from the academic programme.

5.1.1 The student shall also be advised that if they wish to exercise their right of appeal then they must, within 14 working days of receiving written notice of the SFtP panel’s decision, submit a written appeal stating the grounds upon which it is based, to the Deputy Vice-Chancellor (Academic).

5.1.2 The Deputy Vice-Chancellor (Academic) will, in consultation with the relevant Head of Department or Division, consider whether due process was followed, whether any new information has been presented that wasn’t available to the original SFtP panel, and whether any warning/sanction issued was proportionate.
5.1.3 The Deputy Vice-Chancellor (Academic) will consider the evidence and will either

- Dismiss the appeal
- Refer the case to another SfTP hearing.

5.1.4 If the appeal is referred to another SfTP hearing, then there shall be no cross-membership with the original SfTP panel.

5.2 **Appeal against suspension or expulsion from the academic programme:**

5.2.1 Students wishing to appeal against their suspension or expulsion from the academic programme must submit a plea of grievance to the Council of the University, and that if he/she wishes to exercise that right such a plea must be submitted to the University Secretary within 14 days of the letter from Vice-Chancellor.

5.3 **Unsuccessful Appeal**

5.3.1 If the event of an unsuccessful appeal, the student shall be informed of their right of appeal to the Office of the Independent Adjudicator [http://www.oiahe.org.uk](http://www.oiahe.org.uk)