UNIVERSITY OF BIRMINGHAM

CODE OF PRACTICE ON SUSPENSION FROM STUDY ON HEALTH GROUNDS

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1. Introduction

1.1 This Code of Practice sets out the processes and procedures to be followed in cases where the University believes that a Registered Student should be suspended from a programme of study on health grounds.

1.2 This Code is intended to apply particularly to students not studying for Fitness to Practise programmes. Health concerns for Fitness to Practise students will generally be dealt with by the relevant College Fitness to Practise Committee in accordance with the Code of Practice on Procedures for Misconduct and Fitness to Practise Committees.

1.3 Notwithstanding the University needing to invoke the provisions of this Code, it will seek to support and work with the Registered Student to ensure that he or she is able to access relevant sources of medical and other support. This will include consideration of other courses of action including (but not limited to) taking a Leave of Absence.

2. Suspension from Study

2.1 Where there is a reasonable suspicion that a Registered Student may have a medical illness or condition, including but not limited to an infectious illness, alcohol, drug and substance abuse, which in the judgement of the Head of College or his nominee (after relevant consultation) renders the completion of their programme of study impossible, or which renders the student a possible danger to himself/herself or to others with whom he or she will come into contact as part of the programme, the Registrar and Secretary or his nominee may require the Registered Student to cease attendance on the programme. Such decision must be taken in consultation with the University Medical Officer or his nominee. If it considered that there is an immediate danger to the Registered Student or other members of the University or to other persons with whom the Registered Student will come into contact, the Registrar and Secretary may suspend the Registered Student with immediate effect.

The following steps will be taken:

2.2 .1 The Registered Student will be notified by letter that he/she is required to provide medical evidence from a duly qualified medical doctor concerning his/her fitness to continue on the programme of study. This must be received within ten working days of the date of the letter.

.2 The University Medical Officer will review the medical evidence, consulting with the Registered Student if necessary, and make one of the following recommendations to the Registrar and Secretary:

a The Registered Student is fit to continue on the programme of study.

b The Registered Student is fit to continue on the programme of study, subject to regular review by the University Medical Officer

c The Registered Student is unfit to continue and will be required to withdraw from the programme of study for a specified period. His or her return to the programme will be conditional upon the provision of suitable medical evidence concerning his or her fitness to continue on the programme of study.

d The Registered Student is unfit to continue and will be required to withdraw permanently from the programme of study.

.3 If the Registered Student refuses or fails to provide medical evidence, the University Medical Officer will make a recommendation as in (a) to (d) above to the Registrar and Secretary based on the available evidence, consulting with the Registered Student if necessary.

.4 A copy of the recommendation to the Registrar and Secretary will be sent to the Registered Student. The Registered Student is entitled to make representation in writing within five working days of the date of the letter accompanying the recommendation.

.5 The Registrar and Secretary will make a decision based on the recommendation of the University Medical Officer and taking into consideration any representation made by the Registered Student, under 2.2.4 above.

2.3 The Registered Student may appeal against the decision of the Registrar and Secretary. The appeal should be made in writing to the Vice-Chancellor and submitted within ten working days of the notification of the decision, stating the grounds for the appeal.