



FITNESS TO STUDY POLICY

1. Introduction

All Saints Sixth Form is an educational institution for full time students. Our staff provide outstanding care for all students, but there will be times when a student's physical, emotional or mental health are so affected that they are no longer able, despite support to maintain reasonable academic progress. We are not a distance-learning Sixth Form and, while it is reasonable for subject teachers and support staff to be flexible on a temporary basis, prolonged periods of absence cannot be sustainable. There are therefore occasions where it will be our judgement that, in the best interests of a student, continuing with a full programme of study or in their current year group is no longer the best option.

2. Aims

These procedures aim to provide:

- A framework to guide decision making in complex student welfare cases
- A rule of thumb guide linking attendance levels to academic progress/examination entry
- A list of minimum expectations of students who are offered the opportunity to restart Y12 or complete a Y14

3. Studying in the Sixth Form

We will always seek to provide appropriate support to any student with ill health, whether the condition was pre-existing or commences during 6th Form study. If the nature of the medical condition requires support or adjustment to the programme of study this will be done in negotiation with parents/carers and the student appropriate to each individual circumstance. The support or adjustment plan may also involve referral to or a request for documentary evidence from outside agencies, such as CAMHS or the student's GP. This is particularly true where the health condition causes significant concerns with regards to examinations.

Each case will be considered on its merits, but a minimum level of attendance needs to be maintained that will allow a student to realistically achieve. It is reasonable for teaching staff, on a short-term, temporary basis, to liaise with students via email but this cannot continue long-term. Academic success depends on engagement in classroom activity, so excessively long periods of complete absence or very poor attendance will make a student's studies untenable. With regards to coursework and homework, if students fall significantly behind with their deadlines, despite extensions being offered, then there comes a point at which catching up is not viable. The Sixth Form pastoral team will continue to monitor attendance levels and progress with work and coursework, with the addition of a monthly attendance report that can inform prompt action and support. This monthly attendance report will give students the chance, where possible, to rectify their academic position.



4. Fitness to Study

Our default position is that we want all students to complete their studies successfully and achieve their potential. There are occasions, however, when physical or mental health issues are so complex or so significant that this is not possible. Clearly each student needs to be considered on a case by case basis and the Sixth Form team needs to be kept fully informed of all pertinent medical evidence and the wishes of the student and the parents or carers. Ideally, a clear consensus would always emerge about the best way forward, but this will not always be the case. There will be occasions where the Sixth Form team believes that the student is unable to maintain their fitness to study and trying to catch up after a lengthy absence will be too stressful and likely to negatively impact on their health. The best interests of the individual student and their welfare are always at the centre of any withdrawal decision.

General exam entry attendance requirements -

- **90% Y12 Attendance – for examination entry, where applicable, into A/S programmes of study**
- **95% Y13 Attendance – for examination entry into A2 programmes of study**

There will on occasion be exemptions made for exceptional individual circumstances to this attendance criteria. Students will be given every opportunity to address any short fall in attendance levels that will be flagged up for the Sixth Form team on a monthly basis for each subject. Final withdrawal decisions will be made leading up to Easter should a student not meet the attendance requirements

As a rule of thumb the following trigger points will be adhered to for those in need of special consideration;

- **85% Attendance in a subject/s – Trigger point 1 – discussion with student – notice to improve with deadline set**
- **75% Attendance in a subject/s – Trigger point 2 – discussion with student and parent – notice to improve and outline of potential consequences – final deadline. Negotiated reduction in load/exams sat**
- **65% Attendance – Trigger point 3 - Withdrawal from A/S examination entry. Withdrawal from A2 examination entry – negotiated examination entry for A/S resits.**

Final withdrawal decisions will be made at the latest leading up to Easter should a student's circumstances prevent them from succeeding in all or part of their programme of study

When a student is withdrawn from examination entry it may be appropriate to offer a possible Sixth Form restart or Y14. Students can only restart once. For funding purposes it may require a substantial change to the Y12 programme of study or payment for Y14 exam entries. A student must restart their studies in the following academic year and before they turn 19. Where the opportunity of a restart or Y14 has been made, the onus is on the student and their parents or carers to ensure that they are recovered enough for the restart or extra year to work. The student will be appointed a mentor that they would liaise with on a weekly basis in order to support their return and monitor their progress.