

London Contemporary Dance School (The Place)

Recover and Return to Studies Policy

Name of Policy Writer	Lead Post Holder	Date approved	Approved by	Review Date
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Context

London Contemporary Dance School (LCDS) is committed to fostering an environment that enables all students to attend, fully engage with their studies, and maintain optimal health and wellbeing. Given the intensive nature of LCDS's high contact hours, and the physical as well as cognitive demands of the course, individual student health and wellbeing is a key priority. At LCDS, students often find themselves working and living close to one another and spend a high number of contact hours in a group setting. While many thrive in this setting, others may encounter challenges. This policy is designed to support students in reaching their potential when there are concerns about their ability to safely engage with their course. The policy may be implemented after the student has entered a contractual relationship with the institution or in preparation for their arrival after a period of intermission.

Purpose of this policy

The terms "recovery and return to studies" in this policy and related procedures encompasses the entire student experience, extending beyond just academic engagement. For instance, LCDS expects students to live independently, coexist harmoniously with others, and avoid behaviours that negatively affect those around them. This procedure is not intended to address academic performance, attendance issues, or individual mitigating circumstances.

A student's ability to engage safely with their studies may be called into question if physical and/or mental health issues are disrupting their own studies or those of others, or if they result in unreasonable demands or adjustments being placed on staff or fellow students. LCDS is obligated by health and safety legislation and has a duty of care to its community and must act if a student poses a risk to themselves or others.

The level of risk posed by a student will be measured through the use of a risk assessment process, utilised throughout the management of a cause for concern, to provide a consistent means of assessing the risk to the student, other individuals and LCDS. This process will be led by the Director of Registry and Student Well-Being and working in close collaboration with Senior Management and the Student Support Team.

A risk-assessment process will be applied when a cause for concern arises, to determine the risk to the student, other individuals and to LCDS. This procedure is only intended for use in cases where the risks, including health risks, behaviour or disruption presented by the student are perceived to be of a serious or potentially serious nature, particularly if the student seems unaware that their behaviour is inappropriate or is unprepared to engage in a discussion on the issue.

To maintain and enhance the LCDS community we ask students to adhere to certain standards of behaviour. LCDS has a Student Code of Conduct, Principles of Professional Practice and Student Disciplinary Regulations in place to manage situations that involve students whose behaviour falls outside these standards. However, it is recognised However, LCDS recognises that in cases related to a student's health and general well-being, disciplinary action may not be appropriate, and either, where disciplinary action may not always be appropriate, and either the

Health, Well-Being and Support for Studies policy or Recovery and Return to Studies policy may be applied. The decision is made by the Director of Registry and Student Well-Being together with the Senior Management Team (SMT).

LCDS reserves the right to take measures pursuant to its [disciplinary regulations](#) to deal with behaviour which is the result of physical or mental health issues, depending on the individual circumstances of the case, and in particular where a student's health or behaviour poses a risk to themselves or others or where the student fails to positively respond to more supportive interventions.

To address adverse circumstances that arise out of mental health conditions, LCDS will be clear about any limits of support provision, particularly where little to no progress is made in the overall stability of the individual student concerned.

If concerns are raised while a student is on exchange or placement, where the ability of LCDS to engage with the student may be limited, LCDS will aim to discuss with the placement or exchange provider alternative arrangements that might address any concerns. If the concern is not appropriate for the Recovery and Return to Studies policy, the concern will be taken through another policy such as the Health, Well-Being and Support for Studies policy or other disciplinary regulations. This decision will be made by Student Support Services in consultation with SMT.

Definitions and Triggers for use of the Recovery and Return to Studies Policy

A student may be invited to engage with the Recovery and Return to Studies process for many reasons and circumstances. These include (but are not restricted to) the following:

- Student Support Services Risk Management Review recommendation.
- A period of hospitalization for physical or mental Health which may include being held on a section of the Mental Health Act.
- Serious concerns about the student emerge from a third party.
- The student's disposition is such that it indicates that there may be a condition which is having a significant adverse impact on their health, or which causes them to have difficulty in making adjustments of a reasonable nature.
- The student exhibits behaviour which would otherwise be dealt with as a disciplinary matter, but which it is considered may be the result of an underlying physical or mental health problem.

In all cases, SMT should be notified so that the relevant staff members are aware of the situation and can provide any necessary support.

Procedure

In most cases, concerns about a student will be considered under the Health, Well-Being and Support for Studies Policy. However, in some cases if the student is not known to support services or concerns have not been raised by faculty and in the event of an incident with the student, LCDS reserves the right to take the student immediately through the Recovery and Return to Studies policy.

Instances where this may occur:

- Hospitalisation due to harm to self
- Hospitalisation due to a mental health issue
- Interaction with other emergency services

A Student may be required to submit the following information before being allowed to return to study. this could include:

- A medical assessment, medical history or recent medical report
- A&E Discharge summary and plan
- Letter from G.P.

The medical assessment will be used to determine the following matters:

- The nature and extent of any medical condition that presents a challenge to the student.
- Their prognosis.
- The extent to which it may affect their ability to safely engage with the course and manage the demands of student life.
- Any impact it may have or risk it may pose to others.
- Whether any additional steps should be taken by LCDS considering the medical condition to enable the student to study effectively.
- Whether the student will be receiving any ongoing medical treatment or external support.

The student will be asked to authorise full disclosure to LCDS of the results of any medical examination. We strongly encourage such a disclosure, as it will ultimately enable LCDS to address the student's challenges in the most effective manner possible and to accurately assess any risk. LCDS recognises that any such information disclosed will constitute "Special Category Data" for the purposes of the Data Protection Act 2018, and will be handled, processed and stored appropriately.

Should the student refuse to undertake a medical examination or share the information, LCDS will continue this process based on the information already available, which may limit outcome options due to lack of information.

The student will normally be given at least 7 days' notice of a Recovery and Return to Studies support panel and informed of the meeting's purpose. They will also be provided with any

documents considered by the panel and asked to provide any documentation they may wish the panel to consider 48 hours before the meeting.

In emergency situations it may be necessary to hold a meeting with less than 7 days' notice.

The student may be accompanied to the meeting by a supportive representative of their choice. The role of the supporter is to provide advice and emotional support, but it is not an advocacy role. Neither LCDS nor the student will normally be represented by a legal practitioner at meetings or hearings held under these regulations. A supporter cannot act both as a witness and as a supporter.

Protective Suspension

When there is potential or actual risk to self or others, under the [Health, Well-Being and Support for Studies policy](#) LCDS has the power to take immediate precautionary action pending careful consideration. The decision to enforce temporary suspension is made by the Director of Dance Studies or Chief Executive.

The student has a right to request a review of this decision by an impartial member of staff.

The suspension or removal will be time-limited and reviewed on an ongoing basis.

The student will be given reasons for the suspension in writing by the decision-making officer, unless in the interests of their safety it would be more appropriate to discuss this with them in person. The relevant decision-maker will consider utilising the [Trusted Emergency contact policy](#).

It will be made clear that interim suspension is a neutral act and that the minimum steps necessary to manage the risk will be taken.

Right to Appeal

A student wishing to appeal can do so under point 32 of the Health, Well-Being and Support for Studies Policy.

Return to Study

After a period of time out or suspension from their studies on health grounds reached by mutual consent, the decision as to whether to permit the student to return to study will be made by the Director of Registry and Student Well-Being in consultation with the Student Support Team and SMT. There will also be a return to studies review following an admission to hospital for assessment or treatment under the Mental Health Act.

The Director of Registry and Student Well-Being, consulting with the Student Support Team and SMT, will identify the concerns LCDS has about the student's ability to return to their studies. The Director of Registry and Student Well-Being will contact the relevant medical professionals for an assessment of the student's ability to manage the demands of studying at LCDS, drawing attention to the nature and extent of the student's previous problems and LCDS's concerns about them as well as the intensity of their course.

Similarly, if the issues relate to living in shared student housing or halls of residence rather than an academic context, the Director of Registry and Student Well-Being will contact the relevant medical professional for an assessment of the student's ability to live independently and look after and care for themselves, drawing attention to the abilities and skills needed by a student to live successfully in independent accommodation.

Students will only be permitted to return if, after receiving medical advice, LCDS is satisfied that the individual can safely engage with their course and comply with any conditions imposed on their return.

For suspensions made by the Director of Dance Studies and/or Chief Executive, the same medical evidence will normally be required to inform the Director of Dance Studies and/or Chief Executive in deciding if the suspension may be lifted.

In cases where LCDS has continuing concerns about the individual's ability to safely return to their studies, a medical examination will be required to properly evaluate the student's current state and provide a second medical opinion. If this is the case, LCDS will nominate a doctor/specialist and cover the cost.

In any case where a student returns to study following the implementation of the Recovery and Return to Studies policy, LCDS may decide that there should be regular review meetings with the student that can be used to monitor and support a return to studies plan. If so, the student must provide their continued cooperation in this respect, and such review meetings may continue for part or all of their remaining time at LCDS.