

Student Protection Plan: Bradford College

An assessment of the range of risks to the continuation of your study with Bradford College:

The range and level of risks associated with the continuation of study are all included in the College Risk Register and assigned a RAG rating according to risk. The College Executive review these risk ratings on a regular basis. Key risks are highlighted below:

The risk that the College as a whole is unable to operate is high/moderate

Our financial performance is currently weak. The College is proactively managing this risk through its Strategic Recovery Plan and with the support of the EFSA, who are working collaboratively with the College to ensure that your student experience is not affected while financial recovery is undertaken.

The risk that the College will lose its validating partner is low

The University of Bolton is our new validating partner and is committed to a long term relationship with the College. The College and University have a signed contract and an agreed code of practice within which both institutions operate. The College adheres to the University's requirements for annual monitoring of provision to ensure the maintenance of academic quality and standards.

The risk that the College will lose validation for one or more of its courses is low

The College has passed all inspections/revalidations and fulfilled all regulatory requirements. The action plan requested by Hefce has been signed off as achieved and its quality judgement recorded as "meets requirements". The College's primary (ITT) teacher training provision has recently been inspected by OFSTED resulting in a grade 2 (Good) assessment.

The risk that the College will be unable to deliver courses to students because one or more of the locations used is unavailable is low

Higher Education is delivered principally on one site (the main campus) with a small amount of specialist Engineering on a second site (Trinity Green campus). Both sites are owned (not rented) by the College. The College has a clear estates strategy which safeguards provision and strategically plans for continuous improvement as needed.

The risk to course delivery is moderate.

The College has recently completed a full curriculum review. This exercise has enabled assurance that there are sufficient appropriate staff available to deliver the curriculum and there are no vulnerabilities through staff shortage or single person dependencies for teaching. The College, as reflected nationally, has shared in the experience of lower recruitment and the curriculum review inevitably led to closure of some low recruiting courses. This proactive management of the portfolio helps the College ensure its appropriate allocation of resources and achievement of a rich student experience. Any programme closures adhere to the College's termination and suspension of study procedures and teach-out of all provision ensures you will not be adversely affected by these strategic decisions.

The risk that the College is no longer able to deliver one or more modes of study for students is low.

The College is committed to delivering all modes of study currently validated and to develop other modes of study (for example distance learning) as and when appropriate.

The risk that the College is no longer able to recruit or teach a particular type of student is low.

The College has appropriate specialist support in place to ensure you are effectively supported in your studies. For example, the College has recently been judged to have fully meet the requirements of the Disabled Student Allowance Quality Assurance Framework

The measures that the College has in place to mitigate risk to your studies:

We are an FE College so our principal regulator is the Education and Skills Funding Agency (ESFA) who provide assurance of our ability to successfully mitigate any risk to your studies with us.

The College's proactive management of the portfolio helps the College ensure its appropriate allocation of resources and support you in the achievement of your award and an excellent student experience while you study with us.

Any programme closures adhere to the College's termination and suspension of study procedures and teach-out of all provision ensures that you will not be adversely affected by these strategic decisions. The College is fully aware that all students are individuals with different needs and therefore do not pursue a "one size fits all" solution. Any course closure will be implemented with a commitment to ensuring a secure outcome for you and tailored to your particular needs as far as possible.

In the event of the need to close or suspend a programme of study, the College is committed to mitigating the risk to individual students through the following actions:

- Teaching out all students currently registered on a course
- Communicating with applicants holding offers in a speedy and timely manner mindful of CMA guidelines
- Offering applicants acceptable alternative provision within the College provision wherever possible
- Supporting students in liaising with local provider provision for them
- Committing to support students if "teach out" is not their preferred option by, for example, providing certification of credit to facilitate admission to another provider.

Information about the college's tuition fees policy and compensation scheme

The College Tuition Fees policy has been recently revised as part of our ongoing commitment to ensuring sector best practice is incorporated into our processes. The revised version strengthens the refunds policy, clarifies the position on student bursaries and adds a section on compensation. In adherence with this policy the College is committed to offering:

- refunds for students in receipt of tuitions fee loan from the Student Loans Company.
- refunds for students who pay their own tuition fees.
- refunds for students whose tuition fees are paid by a sponsor.
- the payment of additional travel costs for students affected by a change in the location of their course.

- commitments to honour student bursaries.
- compensation for maintenance costs and lost time where it is not possible to preserve continuation of study.
- compensation for tuition and maintenance costs where students have to transfer courses or provider.

Supporting the delivery of these policies is the College's ongoing discussions with the ESFA who have written to confirm they will support the College's ongoing financial commitments while working with us to achieve a stable financial position.

How we will communicate with you about the student protection plan

We will publicise our student protection plan to current and future students on both the College website and the Higher Education portal. Once approved the plan will be sent to you by individual secured email as per the arrangements we have in place for issuing you your student contract. If you are an applicant for September 2019 entry, you will receive the plan at the same time as your student contract and offer letter.

We will ensure that staff are aware of the implications of our student protection plan when they propose course changes by making all documentation available on the staff intranet and providing training sessions and information packs for all staff.

We will review our student protection plan through the existing review cycle for the student contract. This review process engages with staff, students and is considered through the committee structure, reporting through to Corporation.

Should our student protection plan need to be implemented we will communicate with existing students through the relevant subject area communication plan. If you are an applicant, we will communicate through our central services.

We will inform you if there are to be material changes to your course through individual and cohort communication appropriate to the size and extent of change required. We will give you appropriate notice of any proposed changes to ensure you are as supported and informed as possible.