

## **Handbook for Assessment, Progression and Awarding; Taught Programmes**

### **Mitigation for Sports Scholars and High-Performance Athletes**

#### **1. Introduction**

- 1.1 This policy should enable a select group of student-athletes to apply for mitigation under the current University guidelines for mitigation. The groups of students concerned include Sports Scholars and Identified High Performance Athletes. The University High Performance Unit works with Sports Scholars and High Performance Athletes in order to achieve an appropriate balance between sporting activity and academic work, where the latter is given priority. However, in order to support these students to achieve in both their academic and sporting careers, it is recognised that occasionally some level of academic flexibility is required.
- 1.2 There are four groups of student-athletes who represent the University in BUCS competition. Several of these also compete at a regional, national and international level;
- a) Sports Scholars
  - b) Identified High Performance Athletes (those known to the High Performance Unit to be competing at a national or international level)
  - c) High Performance Athletes (typically those who are members of our first team focus sports)
  - d) All other Athletic Union members who compete for the University on Wednesday afternoons in BUCS

#### **2. Principles**

- 2.1 Applications for mitigation due to high-level sporting representation and commitment may be sought for the following outcomes (where applications should, wherever possible, be made at least one month in advance of the assessment or submission deadline and before any indicative mark or feedback has been received);
- a) Permitting an extension to a submission deadline
  - b) Deferral of an assessment
  - c) Alternative arrangements for an assessment to be taken in a different location, but at the same date/time as all other students (to include possible overseas provision).
  - d) Alternative arrangements for an assessment to be taken on the same date as all other students but earlier or later than the scheduled exam (whereby there is an overlap between students finishing their assessment and other students entering the exam hall, or where the student-athlete can be isolated in the interim).
- 2.2 The College should advise the student at the earliest opportunity that careful consideration should be given during module selection in order that appropriate modules are selected that would allow for potential sporting participation during the year e.g. opting for a virtual fieldtrip rather than a residential fieldtrip.

2.3 Careful consideration should be given by the College to applications which, if approved, may have the potential to have a wider impact on other students on the same programme, for example where assessed group work is involved.

2.4 In order that there is as little disruption as possible to the student and the College, relevant information should be shared by all parties at the earliest opportunity.

The High Performance Unit is responsible for ensuring the following information is provided to colleges at the start of terms 1 and 2;

- a) Provision of a suitable member of University staff or agreed equivalent to invigilate the assessment under items c) and d) above.
- b) Communication of key competition dates where possible (including BUCS knockout rounds) to all academic colleges
- c) Provision of a list of all Sport Scholars and identified High Performance Athletes to the student's college

2.5 Colleges are responsible for ensuring the following;

- a) Identification of a contact point within the college to whom the above information should be sent
- b) Identification of a contact point within the college to whom the student should make initial contact for the following possible issues:
  - i. Module changes
  - ii. Absence due to high-level sporting commitment
  - iii. Initial contact for mitigation

### **3 Applications**

3.1 The student should be advised to contact the High Performance Unit and the appropriate College point of contact via email at the earliest possible opportunity with a list of dates which may impact upon their academic study, identifying the affected modules and any deadlines and/or assessments which fall within these dates and may be impacted; the student should clearly state which of these they wish their application for mitigating circumstances to cover.

3.2 The High Performance Unit should arrange for a member of staff to meet with the student to discuss any further details or concerns and to assist with the completion of the Application for Mitigation in Respect of Sporting Representation and Commitment.

3.3 Completed applications should be submitted to the High Performance Unit for authorisation before submission to the Education & Student Experience Business Partner (EBP). Once this has received approval from the College, the EBP will submit the authorised application form to the Academic Dean for Students for final approval.

3.4 The outcome will be communicated to the student via the College.

### **4. Appeals**

4.1 Students have the right to appeal against the decision made by the Academic Dean for Students. Such appeals must be submitted within 10 working days of the outcome

of the mitigation application being communicated to the student and may be made only on the following grounds:

- a) Procedural error or evidence of bias or prejudice.
- b) Evidence of material circumstances which was not available at the time of the original consideration, but ONLY where it was not possible for the student to submit this evidence at the time of the original consideration.
- c) The decision reached is one which no reasonable body, properly directing itself, could have arrived at.

4.2 Appeals should not be considered on the following grounds:

- a) Dissatisfaction with the reasonable judgment of the Academic Dean for Students.
- b) Late submission of an application for mitigation or late submission of evidence to support an application where there are no compelling grounds for the lateness.

Appeals will be considered through the University's [Student Academic Appeals procedure](#).