

# PETROC

Provider's name: Petroc

Provider's UKPRN: 10004676

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**Student protection plan for the period 2024-2025**

## **1. An assessment of the range of risks to the continuation of study for your students, how those risks may differ based on your students' needs, characteristics and circumstances, and the likelihood that those risks will crystallise**

### **Risk Assessment and Contingency Planning for Continuation of Study**

Petroc, in partnership with the University of Plymouth, ensures the quality of the student experience through the Academic Cooperation Agreement. However, unforeseen circumstances may necessitate changes to modules, programmes, or locations. This Student Protection Plan is reviewed annually and made available on the college website. It outlines potential risks to programme delivery and the steps Petroc will take to mitigate them, ensuring minimal disruption to students.

### **Communication and Student Support**

Petroc is committed to keeping students informed of any changes and providing options to minimise disruption, including:

- Transferring to another programme
- Offering modified programmes
- Assisting with transfer to a different provider
- Teaching at a different location
- Offering refunds or compensation as outlined in the Refund and Compensation Policy.

Petroc will provide detailed guidance and support if programme transfers are required, including advice on student finance implications.

### **Key Risks and Mitigation**

The Higher Education and Research Act 2017 mandates that Petroc outlines steps to protect students in the event of significant changes, such as:

- Programme disruption
- Industrial action
- Departure of key staff
- Programme cessation
- Major changes to programme content
- Suspension or revocation of P's Tier 4 sponsor licence
- Changes to regulatory frameworks or loss of accreditation
- Campus closure
- Loss of qualification-awarding powers

### **Minimising Disruption**

Petroc will take the following actions to mitigate disruption:

- Adjusting delivery location or methods, such as using blended learning
- Recruiting new staff to ensure continuity
- Assisting students with programme transfers or access to alternative providers
- Teaching out cohorts where a programme is discontinued, ensuring students can complete their studies.

In cases of staff unavailability due to sickness, retirement, or departure, Petroc will aim to reassign responsibilities or recruit externally to avoid disruption. In the case of industrial action, Petroc will work with trade unions to minimise impact on students and may use blended learning to maintain operations.

### **Programme Changes**

Petroc strives to deliver programmes as described on the website and prospectus. If significant in-year changes are necessary, Petroc will:

- Minimise changes and notify students in advance
- Consult with affected students
- Offer support for transferring to alternative programmes.

### **Other Circumstances**

In rare cases of programme cessation or mode changes, Petroc will aim to teach out the programme or assist students in transferring to another provider. If Tier 4 Sponsor status is affected, Petroc will work with UKVI to minimise disruption. If the University of Plymouth revokes the academic cooperation agreement, Petroc will aim to teach out existing cohorts, ensuring minimal impact. Should a campus close, teaching may be relocated or delivered through alternative modes such as blended learning.

### **Conclusion**

This plan, reviewed annually, ensures that Petroc remains committed to supporting students through unforeseen circumstances. The Refund and Compensation Policy will apply if students cannot reasonably continue their studies.

### **3. Information about the policy you have in place to refund tuition fees and other relevant costs to your students and to provide compensation where necessary in the event that you are no longer able to preserve continuation of study**

A refund and compensation policy is available to all applicants and students at <https://www.petroc.ac.uk/higher-education/public-information>.

### **4. Information about how you will communicate with students about your student protection plan**

The Student Protection Plan is accessible to students and potential students via the college website. As a student or a student applying for a place at Petroc, the student protection plan will be discussed with you at the interview and will also form part of your induction process.

As a student you will be given the opportunity to attend programme committee meeting to discuss. Programme Committee meetings are held twice every year, and give staff, support services and students the opportunity to discuss the strengths and weaknesses of all programmes and offer improvements. The student protection plan and any potential alterations to the student protection plan will be an agenda item at all Programme Committee Meetings. The student Protection Plan will then be debated at the HE Forum thus giving the students to review and influence the plan.