



Criminal Convictions, Cautions, Reprimands and Final Warnings

Under current regulations, all students obtain Enhanced Disclosure 'Barred Lists' clearance from the Disclosure and Barring Service before they are accepted on to the programme. Students are encouraged to register for the annual update and must sign a declaration regarding any changes at the start of each academic year. Students who have a break in full-time study (e.g. by needing to retake any module before progression to the next level or deferring for a year) are required to complete a new check.

The existence of one or more entries on the Disclosure and Barring Service certificate does not automatically preclude a student from undertaking the course, each situation is judged on its own merits according to the course's policy on criminal convictions and HCPC guidance (2012). Where this is the case, the Course Leader discusses with partners in the programme to determine whether they would be able to provide a placement.

Nonetheless, the University cannot guarantee to provide a student with a placement if they have criminal convictions, cautions, reprimands or final warnings as this will depend upon the willingness of placement providers to accept such a student. The student should inform an agency which may offer a placement of any issue in relation to their Disclosure and Barring Service and provide a copy during the pre-placement visit. Any information will be treated as confidential within the agency.

If a student is charged with a criminal offence or agrees to a caution, reprimand or final warning while undertaking the programme, including whilst on placement, they must inform the Course Leader immediately. If they are seconded by their employer, they must also comply with their own agency procedures. In this eventuality students and placement providers are directed to The Placements in Difficulties guidance for advice on action to be taken. Any failure to disclose such information that subsequently comes to light will be grounds for the immediate termination of the student's placement on the grounds of unprofessional behaviour.

The matter will then be considered and/or dealt with according to the Fitness to Practice Procedures which can be found on the University website at <http://www.glos.ac.uk/docs/download/Key/fitness-to-practise-procedures.pdf>. Each situation will be assessed on its individual merits. Seconded students also remain subject to the disciplinary procedures of their employers at all times.