



College Closure Policy 2022 - 2024

Equality Impact Assessment: Askham Bryan College recognises the importance of the Equality Act 2010 and its duties under the Act. This document has been assessed to ensure that it does not adversely affect staff, students or stakeholders on the grounds of any protected characteristics.

1. INTRODUCTION

- 1.1 This policy summarises what action will be adopted by Askham Bryan College (“the College”) in the event the College closes or merges with another centre and is unable to provide provision to students. Please see also the Student Protection Plan (SPP).

2. CLOSURE SCENARIOS

- 2.1 The College could close for various reasons, which could include:
- the College ceasing to operate for financial/operational reasons such as bankruptcy, liquidation or merging with another institution;
 - the College no longer offering certain qualifications, products or services;
 - approval for the College to award certain qualifications being removed, for instance, by not meeting compliance requirement;
 - an adverse weather event, necessitating temporary closure for a short period of time;
 - the College merging with another provider.
- 2.2 **In the event of closure of the College site, the primary focus of the College will be to ensure the impact on students’ education is kept to a minimum and every effort will be made to assist students in finding an alternative provider or alternative provision.**

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3. CLOSURE PROCESS

- 3.1 The Corporation will have the ultimate responsibility for deciding if the College should close or merge with another provider.
- 3.2 This will be subsequent to a recommendation by the Senior Leadership Team to the Corporation that site closure is appropriate in view of the circumstances facing the College at the time, such as those outlined at 2.1 above.
- 3.3 The College will advise all students and partners and suppliers, awarding organisations and regulators, etc in writing of the decision and the date the College proposes to close.
- 3.4 The written confirmation to students of the Corporation's decision to close the site will include:
- the date the College proposes to close; and
 - full details of the arrangements that will be put in place for students including what will happen to any learner portfolio, learner records, internal verification records and assessments,
 - and what arrangements will be made to ensure that these are passed on, for instance, to another provider, securely.
- 3.5 In the event of insolvency, the College will also provide details of the administrator, administrative receiver, liquidator or authorised insolvency practitioner instructed to deal with the College's affairs, as appropriate.
- 3.6 Where necessary, the College will liaise with other providers to ensure that learners can complete their qualifications with them instead. The College will also ensure learners are provided with regular updates.

4. IMPLEMENTATION ARRANGEMENTS

- 4.1 This Policy will be implemented by the Senior Leadership Team (SLT) and reviewed annually.

5. MONITORING AND REVIEW

- 5.1 The Vice Principal will maintain oversight of the effectiveness of these arrangements.

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6. SUPPORTING DOCUMENTS

Student Protection Plan
Adverse Weather Policy
Business Continuity Policy
Business Continuity Procedure

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