



Student Physical Injury Reporting and Recovery Procedure

A. Introduction

1. The Arts Educational Schools (ArtsEd) is committed to ensuring that students are provided with effective and appropriate support during their studies. We understand that:
 - i. this includes ensuring that students are physically fit to engage in all areas of their training;
 - ii. that decisions around whether a student is sufficiently physically fit to engage in all areas of their study should be made by a licensed health professional and where appropriate, in conjunction with the relevant tutor;
 - iii. that it is important that students are able to fully recover from an injury before returning to full training.
2. The Student Physical Injury Reporting and Recovery Procedure applies to all foundation, undergraduate and postgraduate programmes at ArtsEd. It sets out our approach to providing effective and appropriate physical injury support during a student's time at ArtsEd.
3. This policy should be read in conjunction with the following documents:
 - i. [Fitness to Study Policy](#)
 - ii. [Attendance Policy](#)
 - iii. [Health & Safety Policy](#)
 - iv. [Safeguarding Policy](#)

B. Procedure for managing physical injury reporting and recovery

4. ArtsEd staff and students will complete the following procedure:
 - i. a student reports that they have an injury to their Course Leader, Personal Tutor or Tutor;
 - ii. the Course Leader, Personal Tutor or Tutor places the student on rest for the relevant areas of their training and refers them to the physiotherapist through the Injury Referral System;
 - iii. the physiotherapist assesses the injury and creates a recovery plan for the student;
 - iv. the student follows the recovery plan and/or phased return to full training and, if necessary, returns to the physiotherapist for a final evaluation;
 - v. the physiotherapist confirms that the student is fully recovered and able to engage with all areas of training through the Injury Referral System;
 - vi. the student resumes their training in full.
5. As part of the recovery plan, a student may be referred to the Health, Wellbeing and Gym Officer who will be able to:
 - i. advise students on how to regain strength after an injury (in collaboration with the physiotherapist or based on an agreed recovery plan);
 - ii. provide lessons that work on strength and conditioning with an emphasis on specific techniques for safety and effectiveness;
 - iii. create tailored training plans for students;
 - iv. advise students on individual nutritional needs to support their recovery.

6. Injuries that occur on ArtsEd property or during an ArtsEd event, must be reported according to the reporting procedure outlined in the [Health & Safety Policy](#).

C. Support available for students with physical injuries

7. ArtsEd has a duty of care to ensure the necessary guidance and support is available to our students.

- i. **Personal Tutor:** Students with physical injuries are encouraged to speak with their Personal Tutor regarding any issues that are affecting them or their training. The Personal Tutor may then refer that student for physiotherapy or any other support that may be required.

Physiotherapist: Students that report an injury should be directed to the physiotherapist on site for an evaluation and recovery plan.

- ii. **Health, Wellbeing and Gym Support:** Students can self-refer to the Health, Wellbeing and Gym Officer who is able to provide advice and support in several areas such as nutrition, injury prevention, injury recovery, overall wellbeing and gym use.
- iii. **Student Support:** Students should be directed to the Student Support and Wellbeing Team where there is a concern. The student can contact the Student Support Team by either dropping by the HE Administrative Office or sending an email to studentwelfare@artsed.co.uk.
- iv. **Student Counselling:** Students can self-refer to ArtsEd's Counselling Service. Students can book a session with the Counselling Team by sending an email to Counselling@artsed.co.uk. The Student Counselling Service offers confidential space for students to seek advice about, and discuss matters impacting on, their psychological wellbeing including where such arises from a physical injury. Students are offered:
 - a. Short-term 1-2-1 counselling which can help students work on immediate problems;
 - b. assistance with developing healthy coping techniques;
 - c. support with gaining understanding of underlying issues; and
 - d. assistance with developing a longer-term treatment plan, if necessary.
- v. **Togetherall:** Togetherall is a clinically-managed, online community designed to improve mental health. Students can access the 24/7 online support via our Student Services Online Platform or by visiting www.togetherall.com.
- vi. **Fitness to Study:** If the injury is long-term, the Fitness to Study Procedure may be commenced in line with the requirements of the [Fitness to Study Policy](#). The aim is to respond to and manage any concerns regarding a student's health or behaviour where it is thought that it is seriously impacting their ability to study. It may also be used where a student's health or behaviour is having an impact on other people, such as other students at ArtsEd and staff members. The procedure is intended to be supportive and is in place to enable students to successfully complete their studies, where possible.

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