

## STUDENT FITNESS TO LEARN AND PRACTICE

PARENT POLICY  Student Rights and Code of Conduct	
SPONSOR  Provost and VP Academic	EFFECTIVE DATE  December 6, 2023
POLICY ADMINISTRATOR  Dean, Student Affairs	LAST REVISION

### Purpose

This SOP explains how the College will receive reports and disclosures related to a concern with Student **Fitness** in a learning or practice (**work integrated learning -- WIL**) setting and how the college will respond to these reports.

### Scope and limits

This procedure applies to all Students of Lethbridge College.



*Defined terms are capitalized throughout this document.*

*Refer to the parent policy and the Policy Framework for definitions.*

### Definitions in addition to those in the parent policy

1. Fitness / Fitness to Practice – means being mentally and physically able to perform one’s duties and meaningfully participate in learning activities without endangering property or the safety of any person, including oneself.
2. Protected Grounds – means protection from discrimination based on race, colour, ancestry, place of origin, religious beliefs, gender (including pregnancy, sexual harassment, and gender identify), physical

disability, mental disability, marital status, family status, source of income and sexual orientation (Alberta Human Rights Commission)

## General

1. If a **Student** is not **Fit** or otherwise endangers property or a person's safety (including the Student's own safety), the Student may be subject to interventions or sanctions in accordance with the Student Rights and Code of Conduct Policy.
2. The College recognizes that a person's fitness may be negatively impacted in the short- or long-term by a range of causes, either in isolation or in combination with each other, including the use or after-effects of alcohol, cannabis, illegal drugs, prescription drugs, over-the-counter medications, fatigue, injury, chronic pain, or physical or mental health condition or disability. The College will respond appropriately to such situations, according to this procedure.
3. Nothing in this procedure precludes the application of other College policies or of any regulatory requirements specific to a particular occupation or prevents the College from acting independently of this policy and its procedures pursuant to legislation (e.g., the Occupational Health and Safety Act) or its common-law duty of care.

## Identifying a Fitness Concern

1. Self-Disclosure:
  - 1.1 Students who have a physical or mental illness or disability, are injured, are taking prescription medication or are undergoing medical treatment; and believe that their fitness during a learning or work integrated learning activity is likely to be impacted as a result, must refrain from the activity and/or seek:
    - 1.1.1 Accommodations in accordance with the Academic Accommodation for Students with Disabilities Policy.
    - 1.1.2 Assistance and referrals through Wellness Services
  - 1.2 When a student recognizes that their fitness is potentially compromised, they must discuss the situation immediately with the instructor, who will notify the Program Chair in writing, so that processes to support the student to regain their ability to learn and practice safely can be assessed. The instructor will summarize the concerns and share this document with the student, the Program Chair and the Associate Dean within 24 hours.
  - 1.3 To preserve and respect Students' privacy, Students will not be required to disclose to their instructor the type of prescription or medical treatment that they are taking or undergoing.

- 1.4 Students should access other internal or external support services as needed to be successful in the learning / working environment.
- 1.5 A student may be required to provide sufficient information, including supporting medical documentation, to inform the College of the accommodation requested.
2. Third Party Reporting
  - 2.1 Sometimes, factors impairing a student's fitness may also impair their ability to self-assess. In that case, someone else in the learning or WIL setting identifies concerns about the student's fitness and in some cases, staff and peers have a duty to report concerns.
  - 2.2 If, in the judgment of the instructor or staff in the WIL setting, the personal safety of the student or the safety of others in the setting is compromised, the student will be required to leave the environment in a safe and supported manner, and the assessment processes will be initiated.

### **Assessment of Fitness**

1. Once a fitness concern has been identified (via one of the processes above), the student must make an appointment with the Associate Dean of their program where the student will be advised of the next steps.
2. The Associate Dean can involve the Care Team in coordination with other services as needed, to assist in determining potential Accommodations or further assessments. In some instances, this may be a recommendation to seek an occupational health assessment by an appropriate, regulated health care professional. It is the responsibility of the student to take care of any costs associated with an external assessment. In the case of financial hardship, the College can provide financial assistance.
3. Once an assessment is completed, it will be shared with the appropriate area to provide a recommendation to the Dean of the student's program. The Dean will review the recommendation and make a decision regarding the student's potential return to the program based on outcomes of the course and seat availability. The College reserves the right to have an independent assessment if there is a concern with the medical documentation provided by the student. The College will cover the costs of the independent assessment.
4. Failure to participate in the process may result in a failed grade or a non-academic misconduct for the student.
5. A grade of RW (Required to Withdraw) may be assigned if a student is unable to complete their learning in a particular course or practicum setting.

**Further provisions**

1. Any medical or health information relating to a Protected Ground claimed by a student is to be kept by Accessibility Services or Wellness Services, with access restricted to others who need to know the information.
2. Where there is an immediate threat to a person's safety, it may be necessary to depart from these procedures. Anyone who approves a departure from these procedures must document the circumstances of and reasons for the departure.
3. Where there is not an immediate threat to a person's safety, any departure from these procedures may only be approved by the Provost and Vice President Academic.