



“Enabling Students to Accomplish their Academic Goal”

Relevant Individuals Health and Role Performance Policy

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1. Introduction

Bellmont College maintains a clear, supportive and evidence-based framework for confirming that relevant individuals are able, by reason of physical and mental health, to perform the tasks of the office or position to which they are appointed. This policy explains how Belmont College identifies role requirements, discusses support needs, assesses role performance, records decisions, manages temporary incapacity and protects students, public funds, academic standards, regulatory compliance and public trust.

Bellmont College currently works with Liverpool Hope University as its awarding and academic partner. Belmont College recruits students onto Liverpool Hope University degree pathways and delivers local teaching, learning support and operational services through Belmont College staff and governance arrangements. Belmont College is seeking Office for Students approval for its own funding arrangements. Future regulatory, partnership or funding developments may result in changes to Belmont College arrangements, accountability routes or operational processes, while Belmont College continues to protect student interests, maintain academic standards and provide clear, fair and timely information. *(Liverpool Hope University Terms and Conditions) (Liverpool Hope University Student Guide to Regulations and Policies) (Bellmont College Student Protection Plan and Policy)*

This policy is a practical companion to the wider fit and proper persons framework. The focus is not on unnecessary medical detail. The focus is whether the essential tasks of a relevant individual role are performed safely, effectively and reliably, with reasonable adjustments or other support where appropriate. *(Bellmont College Relevant Individuals Health and Role Performance Policy) (Bellmont College Fit and Proper Persons Policy and Procedure) (Bellmont College Quality Handbook)*

2. Purpose of the Policy

The purpose of this policy is to set out how Belmont College identifies relevant individual roles, defines essential role requirements, discusses physical and mental health factors that may affect role performance, agrees support, records decisions and monitors ongoing effectiveness through Belmont College governance. The policy helps Belmont College to make fair, proportionate and consistent decisions while protecting students and the integrity of Belmont College operations.

The policy supports appointment, reappointment, annual review and trigger-event review. It also provides a common route for managers, Directors and committees where role performance, wellbeing, temporary incapacity, reasonable adjustments, public funds, safeguarding, data protection, partnership delivery or student protection overlap. *(Bellmont College Employee Handbook) (Bellmont College Risk Management Policy)*

In practice, the policy enables Belmont College to:

- identify the essential tasks and decision-making responsibilities of each relevant individual role;
- hold supportive and confidential role-performance discussions;
- record reasonable adjustments, support plans, temporary cover and review dates;

- protect students, academic standards, public funds, safeguarding and regulatory confidence;
- maintain secure evidence without collecting unnecessary health or personal information; and
- report assurance, risks and actions through Belmont College committees.

3. Scope of the Policy

This policy applies to every relevant individual identified by Belmont College for fit and proper and senior-governance purposes. This includes the Accountable Officer, members of the Board of Directors, senior leaders with overarching responsibility for finance, governance, academic quality, student protection, partnership delivery or regulatory compliance, qualifying shareholders where applicable, and any other person with significant overarching responsibility for Belmont College obligations.

The policy also applies to Belmont College staff, Directors and committees that support appointment, assessment, reasonable adjustments, continuity planning, evidence management, escalation and review. It applies before appointment or nomination, at reappointment, annually, when duties change, when a health, wellbeing or support need arises, when a concern is raised, and when Belmont College governance, funding or Liverpool Hope University partnership arrangements change materially.

For collaborative provision, the policy applies where a relevant individual role affects Liverpool Hope University awards, local delivery, teaching support, student records, academic standards, student communication, student support, safeguarding, student protection or partnership governance. (*Liverpool Hope University Academic Regulations*) (*Liverpool Hope University Academic Partnership Handbook (QH8)*)

4. Regulatory and Legal Framework

This section consolidates the regulatory, legal and sector reference points that inform this policy. The requirements are not repeated under every topic. The operational sections below explain how Belmont College implements them through role mapping, supportive assessment, reasonable adjustments, secure records, committee oversight, escalation and review.

| Requirement / Reference Point | Relevance to this Policy |
|---|--|
| Office for Students initial condition E9: Individuals | Confirms the need for relevant individuals to be fit and proper and able to perform role tasks, including consideration of support and reasonable adjustments. |
| Office for Students Annex S, Annex Q and Annex F | Inform the information, declaration and relevant-individual evidence expected for fit and proper assessment. |
| Office for Students initial conditions E7 and E8 | Connect role-performance assurance to effective governance, deliverable business planning, fraud prevention and public funds stewardship. |

| Requirement / Reference Point | Relevance to this Policy |
|---|--|
| Office for Students ongoing condition E3 | Supports clear Accountable Officer responsibility and reliable regulatory contact arrangements. |
| Office for Students conditions B1, B2, B3, B4, B5 and B7 | Connect senior role performance to academic experience, resources, outcomes, assessment, standards and credible delivery. |
| Office for Students conditions C1, C2, C3, C4 and C5 | Connect governance and role performance to consumer protection, complaints, student protection and fair treatment. |
| Office for Students conditions F1, F2, F3 and G2 | Support accurate information, reportable events, regulator information requests and compliance with funding terms. |
| Competition and Markets Authority expectations and consumer law | Require clear information, fair terms and accessible complaint handling when students make study decisions or experience change. |
| UK Quality Code for Higher Education | Supports the securing of academic standards and the assurance and enhancement of quality, including collaborative provision. |
| Higher Education and Research Act 2017 | Provides the statutory basis for Office for Students regulation and student-protection expectations in England. |
| Consumer Rights Act 2015 and Consumer Contracts Regulations 2013 | Support fair contractual terms, accurate pre-contract information, cancellation rights, refunds and redress. |
| UK GDPR and Data Protection Act 2018 | Require role-performance, health, equality and support records to be processed lawfully, fairly, securely and proportionately. |
| Equality Act 2010 | Requires non-discrimination and reasonable adjustments in appointment, employment, governance and support processes. |
| Health and Safety at Work etc. Act 1974 and employment law | Support safe working arrangements, welfare management, fair employment processes and proportionate role-performance action. |
| Safeguarding, Prevent and public-interest duties | Are relevant where conduct, health, wellbeing or governance issues may affect student safety, welfare or public trust. |
| Company, charity, insolvency, criminal-record and economic-crime frameworks | Support probity, disqualification, fraud, bribery, insolvency, conviction and role-suitability checks where relevant. |
| Liverpool Hope University partnership requirements | Apply where Bellmont College decisions affect Liverpool Hope University awards, student |

| Requirement / Reference Point | Relevance to this Policy |
|-------------------------------|---|
| | policies, academic procedures or partnership oversight. |

Bellmont College reviews this framework annually and earlier where law, sector guidance, funding requirements, Liverpool Hope University arrangements or Belmont College governance change materially.

5. Core Principles

Bellmont College applies this policy according to principles of student protection, dignity, equality, proportionality, confidentiality, evidence-based decision-making, continuity and accountability. These principles guide every discussion, support plan, record and committee report.

| Principle | What this Means in Practice |
|-----------------------------|---|
| Student interests first | Decisions consider continuity of study, academic standards, safeguarding, fair treatment and student confidence. |
| Support before exclusion | Bellmont College considers reasonable adjustments, workload changes, temporary cover and practical support before concluding that a role cannot be performed. |
| Proportionality | Information requests focus on functional impact, role requirements, risk controls and review arrangements. |
| Confidentiality | Health, wellbeing and support information is shared only with those who have a legitimate need to know. |
| Fairness and equality | Assessment is non-discriminatory and takes account of reasonable adjustments and support needs. |
| Evidence and accountability | Decisions, actions, owners, review dates and assurance routes are recorded clearly. |
| Ongoing monitoring | Fitness, propriety and role performance are reviewed at appointment, annual review and trigger events. |

6. Identification of Relevant Individuals and Role Requirements

Bellmont College maintains a relevant individual register that identifies roles with significant influence over governance, compliance, public funds, academic quality, student protection, public information, partnership arrangements or Belmont College ability to meet external requirements. The Head of Quality & Operations coordinates the register with the Chief Executive Officer, Human Resources lead, finance lead, Head of Academic Programmes, Head of Professional Services and the Board of

Directors. (*Bellmont College Management, Committee Structure, Organogram and Terms of Reference*)

The register records the person, role, appointment route, committee membership, delegated authority, ownership or shareholder interest where relevant, relationship to public funds, relationship to Liverpool Hope University provision and whether the person is treated as a relevant individual, key individual or both. Belmont College reviews the register against governing documents, job descriptions, director records, committee terms of reference, role descriptions and delegated authority records.

For each relevant individual role, Belmont College maintains a role-requirements profile. The profile describes the essential tasks that the role-holder performs, including governance attendance, timely decision-making, financial oversight, public funds stewardship, safeguarding escalation, confidentiality, academic standards oversight, student protection, partnership communication, information governance and regulatory engagement where relevant. The profile guides appointment, annual review, support discussions and continuity planning.

Where a role is temporary or interim, Belmont College assesses whether fit and proper checks, role-performance discussion, delegated authority limits or temporary support arrangements are needed before the person exercises relevant authority. (*Bellmont College Conflict of Interest Policy*)

7. Health and Role-Performance Assessment Process

Bellmont College completes a proportionate role-performance discussion before appointment or nomination, at annual review, at reappointment, when duties change, when a concern arises and when a relevant individual asks for support. The discussion is practical, confidential and role-specific. It asks whether the relevant individual is able to perform the essential tasks of the role and whether reasonable adjustments or other support are needed.

The discussion normally involves the relevant individual, the appropriate line manager or Chair, the Human Resources lead where employment or health advice is relevant, and the Head of Quality & Operations where governance evidence, committee reporting or relevant individual records are involved. Where the matter concerns the Chief Executive Officer, Accountable Officer, Chair of Directors or a Director, Belmont College uses a non-conflicted governance route.

Bellmont College requests occupational-health advice or other professional advice only where this is lawful, proportionate and necessary. Advice focuses on functional impact, reasonable adjustments, support, likely duration, risk controls and review arrangements rather than unnecessary diagnosis or medical history. (*Bellmont College Employee Handbook*) (*Bellmont College Health and Safety Policy*)

The outcome is recorded as one of the following: able to perform the role without additional support; able to perform the role with reasonable adjustments or support; temporary support, delegation or cover required; further information required; or unable to perform the role even with reasonable adjustments or support. Belmont College records the rationale, owner, actions, evidence location and review date in Appendix A.

8. Reasonable Adjustments and Other Support

Bellmont College provides reasonable adjustments and other support where required to enable relevant individuals to perform their roles. Support may relate to disability, physical health, mental health, neurodiversity, recovery from illness, caring responsibilities, communication needs, temporary impairment or other personal circumstances that affect role performance.

Support is tailored to the role and may include accessible papers, assistive technology, hybrid attendance, additional preparation time, agreed breaks, adjusted meeting scheduling, clearer deadlines, workload adjustment, temporary cover, mentoring, governance briefing, financial oversight training, phased return, delegation limits, dual approval arrangements or professional advice. Support remains compatible with student protection, public funds stewardship, safeguarding, confidentiality and effective governance.

Where adjustments or support are agreed, Belmont College records a support plan that identifies the adjustment, the functional purpose, the responsible owner, confidentiality arrangements, review date and any temporary risk controls. *(Bellmont College Equality, Diversity and Inclusion Policy) (Bellmont College Reasonable Adjustment and Special Considerations Policy) (Bellmont College Mental Health and Wellbeing Policy)*

9. Temporary Incapacity, Delegation, Cover and Continuity

A relevant individual may become temporarily unable to perform all or part of a role because of illness, injury, mental health, recovery, treatment, bereavement, caring responsibilities or other circumstances. Belmont College manages these circumstances sensitively while ensuring that governance, student protection, public funds, safeguarding, academic standards and Liverpool Hope University partnership responsibilities continue to operate effectively.

Where temporary incapacity affects essential tasks, Belmont College records temporary arrangements such as acting cover, deputy arrangements, restricted delegated authority, dual authorisation, rescheduled meetings, temporary redistribution of work, independent review, additional committee oversight or immediate escalation to the Board of Directors. Temporary arrangements include an owner, review date and closure evidence.

Where temporary arrangements may affect students, course delivery, academic standards, student support, public information or partnership communications, Belmont College considers student protection and communication action through the relevant committee route. *(Bellmont College Student Protection Plan and Policy) (Bellmont College Business Continuity Plan) (Bellmont College Information Governance, Public Information and Transparency Policy)*

10. Confidentiality, Data Protection, Equality and Records

Bellmont College handles all health, wellbeing, equality, support and role-performance information confidentially and with respect. Belmont College collects only the information needed to assess role performance, reasonable adjustments, support, risk

controls, continuity and lawful decision-making. Detailed diagnosis or medical history is not requested unless it is necessary and proportionate.

Records normally include the role-requirements profile, role-performance discussion record, support plan, temporary delegation plan, professional advice summary where obtained, decision record, review date and committee assurance note. Belmont College stores records securely with controlled access. Committee papers avoid unnecessary health detail and normally record the decision, risk, action, owner and assurance rather than sensitive personal information.

Bellmont College applies equality and accessibility principles throughout the process and considers whether proposed actions could disadvantage an individual because of disability or another protected characteristic. (*Bellmont College General Data Protection & Regulation (GDPR) Policy*) (*Bellmont College Information Governance, Public Information and Transparency Policy*) (*Bellmont College Information Security and Cybersecurity Policy*)

11. Liverpool Hope University Partnership and Future Funding Arrangements

Bellmont College currently delivers higher education provision in collaboration with Liverpool Hope University. Relevant individuals whose roles affect Liverpool Hope University provision understand the boundary between Belmont College local responsibilities and Liverpool Hope University academic, regulatory and partnership responsibilities. This includes teaching delivery, student support, student voice, academic standards, assessment administration, academic appeals, complaints, student protection, public information and material-change communication. (*Liverpool Hope University Academic Regulations*) (*Liverpool Hope University Academic Partnership Handbook (QH8)*)

Liverpool Hope University publishes student-facing regulations and policy information, including student guide information, terms and conditions, student protection information and complaints procedures. Belmont College uses relevant Liverpool Hope University information to support accurate local communication and student guidance for students studying Liverpool Hope University awards. (*Liverpool Hope University Student Guide to Regulations and Policies*) (*Liverpool Hope University Terms and Conditions*) (*Liverpool Hope University Student Protection Plan*) (*Liverpool Hope University Student and Apprentice Complaints Policy and Procedure*)

Where a role-performance, health, support or temporary delegation matter could affect Liverpool Hope University students, Belmont College considers whether Liverpool Hope University notification, consultation or partnership coordination is required. Belmont College does not allow internal staffing or governance changes to compromise academic standards, student protection or student communications.

Bellmont College is seeking Office for Students approval for its own funding arrangements. Where future regulatory or funding developments change governance, funding, accountability, student finance, reporting, partnership, staffing or contractual processes, Belmont College reviews this policy, the relevant individual register, role requirements, support arrangements, delegated authority and committee reporting

before implementing the change. Student interests, continuity of study, fair treatment and clear information remain central throughout any transition.

12. Concerns, Escalation and Protective Action

A concern may arise from self-declaration, role-performance discussion, support request, manager observation, committee concern, student protection issue, safeguarding matter, complaint, whistleblowing report, Liverpool Hope University partnership issue, audit finding, public information concern or regulatory contact. Belmont College responds promptly, proportionately and confidentially.

Where a concern can be resolved through support or adjustment, Belmont College agrees to a plan and review date. Where a concern creates immediate risk to students, public funds, safeguarding, data protection, public trust, academic standards or partnership obligations, Belmont College takes proportionate protective action while the matter is assessed. Protective action may include temporary cover, temporary delegation, restricted authority, dual approval, recusal, additional oversight, external advice, safeguarding escalation or temporary suspension under the relevant procedure.

Serious public-interest, governance, fraud, safeguarding or integrity concerns are routed through the relevant Belmont College process. *(Bellmont College Whistleblowing and Public Concern Policy) (Bellmont College Safeguarding and PREVENT Policy) (Bellmont College Fraud and Inappropriate Use of Public Funds Policy)*

13. Governance and Committee Oversight

Bellmont College implements, monitors and reviews this policy through its governance and committee structure. The committee route ensures that health and role-performance matters are identified, supported, recorded, monitored and escalated. The implementation model is: identify the role requirement or concern; discuss support needs; assess risk to students, public funds, governance and partnership obligations; agree adjustments or controls; record the decision; report assurance through the appropriate committee; and review until closed or controlled. *(Bellmont College Management, Committee Structure, Organogram and Terms of Reference)*

| Committee / Body | Oversight Contribution |
|---|--|
| Board of Directors | Approves this policy, receives annual assurance, reviews material risks, manages non-conflicted escalation and oversees matters involving the Chief Executive Officer, Accountable Officer, Chair of Directors or Directors. |
| Chief Executive Officer / Accountable Officer | Holds executive accountability, supports regulatory communication, confirms resources and escalates material matters to the Board of Directors. |
| Senior Management Committee | Reviews operational implementation, staffing, resources, policy actions, training completion, support plans, continuity risks and trigger-event reports. |

| Committee / Body | Oversight Contribution |
|--|---|
| Risk, Audit and Compliance Committee | Reviews risk register entries, evidence audit, public funds risk, data protection, fraud risk, conflicts and control effectiveness. |
| Academic Board and Quality Committee | Reviews academic standards, quality assurance, student outcomes, student protection and Liverpool Hope University partnership implications. |
| Learning and Teaching Committee | Reviews implications for teaching quality, staff capability, assessment delivery, student feedback and academic enhancement. |
| Recruitment, Admissions and Registry Committee | Reviews implications for admissions, registry data, applicant communications, enrolment, student records and public information. |
| Student Staff Committee | Provides student voice intelligence where communication, support, resources or continuity matters affect the student experience. |
| Safeguarding Team and EDI oversight | Reviews safeguarding, Prevent, equality, accessibility and reasonable-adjustment implications where relevant. |

Committee papers protect confidentiality. Where a matter involves sensitive personal information, reports focus on the risk, action, owner, due date and assurance rather than unnecessary personal or medical detail. Actions are tracked through committee minutes, action logs and closure evidence.

14. Roles and Responsibilities

| Role | Responsibility |
|------------------------------|--|
| Board of Directors | Approves this policy, receives annual assurance, reviews material risks and ensures effective arrangements for relevant individual role performance, support, continuity and student protection. |
| Chair of Directors | Ensures Director-level matters are handled through a non-conflicted route and that Board continuity is maintained. |
| Chief Executive Officer | Holds executive accountability for implementation, resourcing, escalation and continuity of Belmont College operations. |
| Accountable Officer | Supports external accountability, confirms regulatory communication routes and ensures relevant individual changes or risks are addressed. |
| Head of Quality & Operations | Owens this policy, maintains the relevant individual register, coordinates evidence, advises committees and prepares annual assurance. |

| Role | Responsibility |
|-------------------------------|--|
| Human Resources lead | Supports role-performance discussions, reasonable adjustments, occupational-health referrals, employment processes and confidential records. |
| Head of Academic Programmes | Considers academic standards, teaching quality, student outcomes and Liverpool Hope University partnership implications. |
| Head of Professional Services | Considers admissions, registry, student support, public information, student records and operational implications. |
| Finance lead | Considers public funds, delegated authority, financial continuity, fraud prevention and financial-control risks. |
| Safeguarding and PREVENT Lead | Advises on safeguarding, Prevent, student safety and protective action where a concern may affect students or public trust. |
| EDI lead | Advises on equality, accessibility, reasonable adjustments and non-discriminatory decision-making. |
| Relevant individuals | Provide accurate information, participate in role-performance discussions, request support where needed, comply with agreed controls and notify Belmont College promptly if circumstances may affect essential role tasks. |
| All staff | Escalate concerns that may affect students, safeguarding, public funds, data protection, academic standards, regulatory compliance or public trust. |

15. Training, Monitoring, Audit and Evidence

Bellmont College provides proportionate briefing and training for Directors, relevant individuals, managers and staff involved in this policy. Training covers relevant individual categories, role requirements, reasonable adjustments, mental health and wellbeing, confidentiality, UK GDPR, equality, safeguarding, risk escalation, public funds, Liverpool Hope University partnership responsibilities and committee reporting. *(Bellmont College Staff Development Plan)*

Monitoring is evidence-led and connected to Belmont College quality assurance arrangements. Belmont College uses records that already support governance, student-interest oversight, annual monitoring, student voice, risk management, public information controls, secure records and staff development. Additional records are created only where necessary to support a role-performance decision, evidence file or committee assurance.

| Monitoring Activity | Owner | Report to | Frequency | Evidence Retained |
|--|--|--|--|---|
| Relevant individual register review | Head of Quality & Operations | Senior Management Committee / Board of Directors | Termly and on trigger events | Relevant individual register; governance chart; delegated authority record; committee membership records; action log. |
| Role-requirements profile review | Head of Quality & Operations with relevant senior lead | Senior Management Committee | At appointment, annually and when duties change | Role description; role-requirements profile; appointment records; committee terms of reference. |
| Role-performance confirmation and support review | Human Resources lead and relevant manager or Chair | Senior Management Committee or Board of Directors as appropriate | At appointment, annually and when concerns arise | Role-performance record; support plan; reasonable-adjustment notes; review outcome; confidentiality log. |
| Temporary delegation and continuity review | Chief Executive Officer or relevant Chair | Senior Management Committee / Board of Directors | Until closed or controlled | Temporary delegation plan; dual-approval record; cover arrangement; risk register update; closure evidence. |
| Student-interest and partnership risk review | Head of Academic Programmes / Head of Quality & Operations | Academic Board / Quality Committee | Termly and when risks arise | Quality reports; student feedback themes; Liverpool Hope University partnership actions; student protection actions; risk register entries. |
| Public information and records review | Head of Professional Services / Head of Quality & Operations | Recruitment, Admissions and Registry Committee | Termly and on material change | Public information checks; student communications; registry records; committee papers; data-quality actions. |
| Public funds, fraud and financial-control review | Finance lead / Chief Executive Officer | Risk, Audit and Compliance Committee / | Annually and on trigger events | Financial authority records; fraud risk assessment; audit notes; conflict |

| Monitoring Activity | Owner | Report to | Frequency | Evidence Retained |
|--------------------------------|---|--|---|--|
| | | Board of Directors | | register; corrective action evidence. |
| Training and briefing review | Head of Quality & Operations / Human Resources lead | Senior Management Committee | Annually and after relevant role changes | Induction records; staff development logs; Board briefing notes; attendance records; materials issued. |
| Policy and legal update review | Head of Quality & Operations | Senior Management Committee / Board of Directors | Annually and immediately on material change | Policy review log; committee paper; Board approval minute; revised templates; communication record. |

Evidence is stored securely, access is restricted and action completion is recorded through committee action logs, Board records or the confidential evidence file. Where evidence identifies a gap, Belmont College records an owner, timescale and closure evidence.

16. Conclusion

Bellmont College is committed to ensuring that relevant individuals are able, by reason of physical and mental health, to perform their offices or positions properly. Belmont College achieves this through clear role requirements, supportive discussions, reasonable adjustments, confidential records, temporary continuity arrangements, committee oversight and proportionate escalation.

The policy supports responsible governance, student protection, academic standards, public funds stewardship, public trust, equality, data protection, safeguarding and effective partnership working with Liverpool Hope University. Belmont College reviews and strengthens this policy as regulatory, legal, operational, funding and partnership arrangements develop.

Appendix A: Relevant Individual Role-Performance Review Form

This form is completed before appointment or nomination, annually, on reappointment, when duties change and when a concern or support need arises.

| Field | Record |
|--|--------|
| Relevant individual name | |
| Role / office / position | |
| Relevant individual category | |
| Essential tasks of the role | |
| Date of discussion | |
| Can the essential tasks be performed without additional support? | |
| Support or adjustment requested | |
| Functional impact on role tasks | |
| Advice obtained, where applicable | |
| Outcome | |
| Actions, owner and deadline | |
| Review date | |
| Confidential evidence location | |

Appendix B: Reasonable Adjustments and Support Plan

This plan records reasonable adjustments or other support agreed for a relevant individual. It avoids unnecessary medical detail and focuses on functional support, controls and review.

| Support / adjustment | Purpose and confidentiality note | Owner / review date |
|----------------------|----------------------------------|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

| Support / adjustment | Purpose and confidentiality note | Owner / review date |
|-----------------------------|---|----------------------------|
| | | |
| | | |

Appendix C: Temporary Delegation, Cover and Continuity Plan

This plan is used where temporary incapacity, absence or reduced capacity may affect essential governance, management, financial, academic, student protection or partnership tasks.

| Area | Temporary arrangement / evidence |
|---|---|
| Affected role task | |
| Risk to students, public funds, governance or partnership obligations | |
| Temporary cover or deputy | |
| Delegated authority restriction or dual approval | |
| Committee or Board notification required | |
| Liverpool Hope University coordination required | |
| Student communication required | |
| Owner and due date | |
| Review date | |
| Closure evidence | |

| Bellmont College Relevant Individuals Health and Role Performance Policy | | | | | |
|---|-------------|------------------------------|----------------------|--------------------|--------------------|
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