

An assessment of the range of risks to the continuation of study for our students, how those risks may differ based on the students’ needs, characteristics and circumstances, and the likelihood that those risks will crystallise

Risk to the continuation of study	Risk assessment	How those risks may differ based on the HE students’ needs, characteristics and circumstances	Likelihood that those risks will occur
<p>Sysco Business Skills Academy as a whole is unable to operate.</p>	<p>This risk is very low as Sysco Business Skills Academy’s financial health is outstanding as defined and validated by the Education & Skills Funding Agency. Furthermore, Experian rates Sysco Business Skills Academy as ‘Very Low Risk’. Sysco Business Skills Academy is supported by a number of different income streams, largely government funded.</p> <p>In addition, Sysco Business Skills Academy operates a Business Continuity Plan which covers contingency arrangements for disasters such as fire, flood, pandemic etc.</p>	<p>This risk would affect all HE students regardless of individual students’ needs, characteristics and circumstances.</p>	<p><i>Very low</i></p>

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<p>Sysco Business Skills Academy suffers a significant interruption or damage to IT infrastructure and services.</p>	<p>This risk is low as Sysco Business Skills Academy's IT systems are deemed robust and secure with appropriate training given to staff around maintaining the security of our IT systems and appropriate firewalls, antivirus and other safeguards in place. Sysco Business Skills Academy is awarded by the Cyber Essentials Plus accreditation.</p> <p>Any significant changes to the IT estate are planned significantly in advance and scheduled to take place during 'off-peak' periods e.g. during the holiday period / avoiding the peaks in the student recruitment cycle.</p> <p>In the event of a significant unplanned adverse event, Sysco Business Skills Academy's Business Continuity Plan would be initiated which covers disaster recovery of this kind.</p>	<p>This risk would affect all HE students regardless of individual students' needs, characteristics and circumstances.</p> <p>Additional consideration would need to be given where student support needs are dependent on technology (e.g. specialist software) and also in instances where Sysco Business Skills Academy identifies those students in need of additional learning support via its management information systems.</p>	<p><i>Low</i></p>

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<p>Sysco Business Skills Academy is no longer able to deliver courses from any one of our campus sites.</p>	<p>This risk is low as the College has no significant building works planned over the next 18 months.</p> <p>Sysco Business Skills Academy recognises the risk relating to circumstances beyond its control such as damage caused by fire or flood and would address these under its Business Continuity Plan.</p> <p>In the unlikely event that Sysco Business Skills Academy is forced to close any one of our campus sites due to circumstances beyond our control, we will take all reasonable steps to minimise disruption to students by, for example, delivering affected programmes at another local campus, or seeking alternative accommodation with local partners. Sysco Business Skills Academy will seek to advise students on affected programmes with a minimum of one month's notice where the closure or relocation is planned.</p>	<p>This risk would affect all HE students whose programme is delivered from the affected site.</p> <p>Specific consideration would be needed for students with support needs. Sysco Business Skills Academy's campuses are DDA compliant and we would need to ensure any alternative facilities from which provision was delivered were also DDA compliant and that all reasonable adjustments were made for students with specific support needs.</p>	<p><i>Low</i></p>

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Sysco Business Skills Academy's awarding institutions remove or withhold accreditation in the next three years.	This risk is low as we have a long-standing relationship with awarding institutions delivering a wide range of qualifications across different levels (from Level 2 to Level 5) and subject areas. In the event of this happening, Sysco Business Skills Academy would seek alternative awarding arrangements. Sysco Business Skills Academy have long-term relationships and alternative arrangements with other awarding institutions to mitigate this risk.	Sysco Business Skills Academy's HE provision is currently awarded by Pearson. Subject to the above, this risk would affect all HE students regardless of individual students' needs, characteristics and circumstances.	Low
Sysco Business Skills Academy is no longer able to deliver programmes in highly specialised areas due to losing or failing to attract specialised staff to deliver the courses.	This risk is low as Sysco Business Skills Academy is a good 'Living Wage' accredited employer and has a good track record of recruiting and wide contact base within the subject areas we deliver HE courses. Sysco Business Skills Academy's HE offer is agreed a minimum of twelve months in advance of delivery, which enables robust planning around staff and other resources. In addition, Sysco Business Skills Academy works closely with a number of recruitment agencies which mitigates against the likelihood that this risk will crystallise in year.	This risk would affect all HE students whose course of study falls under the affected specialised areas, regardless of individual students' needs, characteristics and circumstances.	Low
Sysco Business Skills Academy may not be able to provide adequate support to students with identified	This risk is low as Sysco Business Skills Academy has expanding dedicated and specialist support in place for students with learning difficulties and disabilities, and works closely with various local support agencies and assessment centres to coordinate support for students in receipt of Disability Student Allowance (DSA). The OfS grant would be used to source appropriate support for these students.	This risk would specifically affect students with disabilities or learning difficulties.	Low

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characteristics: learning difficulties and disabilities; in care/care leavers; and, with mental health support needs.	This risk is low. Students in care or who are care leavers would have priority access to the HE hardship fund and weekly pastoral support, funded through the OfS grant. We have experience of supporting students in care from 16-19 Study Programme Vulnerable Bursary funds.	This risk would specifically affect students who are in care or care leavers.	<i>Low</i>
	This risk is low. Sysco Business Skills Academy has its own dedicated, in-house team of mental health officers and works well with local partners to secure additional specialist support for its students. In addition we have an experienced Safeguarding Team. Despite a significant increase in the number of students with mental health issues, Sysco Business Skills Academy expects to offer timely support to its students.	This risk would specifically affect students with mental health support needs.	<i>Low</i>
Sysco Business Skills Academy is not in a position to offer advertised HE programmes if there are only a small (insufficient) number of applicants or insufficient number of students progressing onto the next level of study.	<p>This risk is considered medium. Sysco Business Skills Academy's offer is distinct from its nearest competitors and our direct student recruitment has grown in recent years. The financial viability of courses is dependent on student recruitment.</p> <p>Sysco Business Skills Academy works closely with local sector stakeholders in FE and HE.</p>	This risk would affect all potential and current HE students applying to the affected course of study, regardless of individual students' needs, characteristics and circumstances.	<i>Medium</i>

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	<p><i>Mitigation:</i> If Sysco Business Skills Academy is not in a position to offer advertised HE programmes due to only a small (insufficient) number of applicants or insufficient number of students progressing onto the next level of study, we will:</p> <ul style="list-style-type: none"> • give all due consideration as to running the course with smaller numbers via alternative delivery models e.g. via a stronger emphasis on blended learning, prior to the decision to withdraw the course being made; • ensure that the course is removed from the UCAS database and our website; • contact all applicants and/or continuing students directly to advise them of the decision taken not to run the affected course, giving a clear explanation of the reasons for course closure and outlining next steps available to those affected; • offer all applicants and/or continuing students access to information, advice and guidance by Sysco Business Skills Academy's Careers, Advice & Guidance team in order to support informed decision-making on the part of the student; • where an applicant has accepted an offer with Sysco Business Skills Academy or is a continuing student, facilitate their transfer to another suitable programme of study within the Group or another HE provider where practicably possible in order to preserve continuation of study; • take any further appropriate steps in line with Sysco Business Skills Academy's HE Terms and Conditions and Tuition Fee, Course Cancellation & Refund Policy for HE Programmes dependent on individual circumstance. <p>Sysco Business Skills Academy undertakes to review the viability of HE courses on an annual basis and subject to circumstances outside its control will not discontinue any HE course of study during the academic year, preserving the student's ability to seek alternative provision as appropriate. Students on affected courses will be given a minimum of one month's notice of course cancellation (relative to the published start date of the course).</p>		