

## THE EXTENUATING CIRCUMSTANCES POLICY

If a student fails to comply with any of the policies or protocols to which they have agreed in their learning agreement then the default terms of those policies will be implemented.

However, if the student can provide evidence of Extenuating Circumstances, any record of the default or supplementary charges will not be applied. This evidence will be assessed on an individual basis but may include:

- A Doctors Certificate
- A Solicitor's Letter
- Proof of Travel Difficulty

The student bears the full responsibility for providing this evidence

### Student Declaration

I hereby confirm my understanding and acceptance of the terms and conditions laid down in the Sally Durant Extenuating Circumstances Policy and agree to comply with these terms.

Student Name (Print) \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_