ROBINSON COLLEGE

STUDENTS IN CRISIS PROCEDURE

This Students in Crisis Procedure was approved by the College Council pursuant to Statute IV.4(iii) of the College Statutes on 21 September 2026.

Immediate crisis

Students are expected to seek support where needed from medical, college and / or university services to address their needs and prevent crises. However, it is possible that a student may pose such an extreme personal risk, or risk to others, that the student requires emergency assistance outside the College's formal procedures. Where it is believed that a student's behaviour or presentation suggests an immediate risk, the emergency services should be called (999). The Porters' Lodge should also be informed: 01223 339100.

The person witnessing the student's behaviour should not leave the scene until they have briefed the emergency services, bearing in mind the primary necessity to ensure their own safety. This should be followed up as soon as possible by notifying the Senior Tutor or Chaplain of the details of the incident and action taken, as outlined in the College's Emergency Out of Hours plan. If the incident is occurring during normal working hours then the College Nurse or Head of Wellbeing should be contacted, as outlined in the relevant Emergency plan.

The Porters' Lodge will keep a record of the action taken by the emergency services and pass this on to the Senior Tutor. Where the crisis relates to a student's mental or physical health, the Porters will submit a Concern, Incident or Matter Report (CIMR) to document key details for recording securely and Wellbeing Team follow up, as appropriate. The Senior Tutor will ensure that appropriate contact is made with the student, the student's Tutor and Director of Studies (or Supervisor in the case of postgraduates), and that appropriate follow-up arrangements are made.

Once the immediate emergency has been addressed, the Senior Tutor may consider whether further action is required under the Precautionary Measures Regulations or the Support and Assess Capability to Study Procedure. In the case of medical and veterinary students, incidents should be reported by the Senior Tutor to the Medical and Veterinary Progress Panel for advice as to whether Fitness to Practise issues may need to be considered.

Return following hospitalisation or other acute crisis

If a student requires hospitalisation or other emergency service, the Porters will submit a CIMR to document key details, in addition to informing the team responsible for out-of-hours support (Senior Tutor, Chaplain or Deputy Senior Tutor).

Where appropriate, arrangements may be made with the student for them to go home or to another safe place following discharge. If it is necessary for the student to return to College for a brief period, the student should check in at the Porters' Lodge. The Porters should make an immediate welfare check, including asking the student whether they feel able to keep themselves safe for now. The Porters will document the student's return and immediate plans on a CIMR, including any urgent safety information needed for follow-up.

In addition, the attending College representative (Senior Tutor, Chaplain, Deputy Senior Tutor or member of the Wellbeing Team) will:

- arrange follow-up welfare checks, as appropriate;
- explain the limited information that may need to be shared for follow-up and arrange the next appropriate Wellbeing Team contact during working hours;
- ask whether the student has someone in or out of College whom they can contact for support; and
- ensure the student is aware that the Porters are available 24/7, of appropriate NHS contact arrangements and any other suitable support that is available.

Immediate welfare arrangements

The Senior Tutor or nominee may make immediate and temporary welfare arrangements that are reasonably necessary to respond to the crisis. This will most likely involve being in touch with the student's nominated emergency contact and where possible asking the student to return home or to another safe space. There is no need at this stage to follow the procedure in the Precautionary Measures Regulations. The arrangements should not be more restrictive than the circumstances require.

Where the student remains in or returns to College, the Senior Tutor and the Wellbeing Team should, so far as practicable, agree an appropriate short-term safety and support plan with the student. The student is expected to comply with the agreed conditions for remaining in college, or permission may be withdrawn.

Continuing compulsory restrictions

If, after the immediate crisis has been addressed, the College considers that a compulsory temporary restriction is necessary (for example, that the student should leave College accommodation, should not return to College, or should be subject to conditions on access or contact) the restriction should be imposed under the Precautionary Measures Regulations.

Follow-up

Where appropriate, arrangements should be made for the student to check in with the Porters' Lodge and to meet a member of the Wellbeing Team following their return. Follow-up may include safety planning and discussion of any relevant discharge information which the student is willing to share. Information may be shared within the College only so far as necessary for the student's support and safety. If concerns continue, the Senior Tutor should consider whether the Support and Assess Capability to Study Procedure or another appropriate College or University procedure should be used.

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