



School of Coding & AI

Student First Always

HIGHER EDUCATION

Student Protection Plan (SPP) V.1

Policy Owner: Suki Gill

Full Name	Position	Signature	Date	Review Cycle
Suki Gill	Principal		01.09.2025	Annual

School of Coding Limited T/A School of Coding & AI
Company Number: 10808021 Registered in England & Wales
Registered Address: Unit 8-8b, Newton Court, Westrand, Pendeford Business Park,
Wolverhampton, WV9 5HB



This Student Protection Plan outlines the measures School of Coding (SOC) has put in place to protect the continuation and quality of study for our students in the event of a material change. This includes the risk of course, campus, or institution closure. The plan is aligned with the Office for Students (OfS) regulatory expectations and follows best practices as demonstrated by leading UK institutions.

Purpose of the Student Protection Plan

This plan identifies potential risks to student continuation and success and outlines our mitigation and response strategies. It ensures that students can complete their studies in the event of significant disruption.

Assessment of Risks and Mitigating Actions

We have assessed the risks that could affect the continuation of study for students at School of Coding. These are summarised below with detailed mitigation measures to ensure proactive and reactive protection strategies.

Closure of a programme (Medium)

SOC conducts annual curriculum and demand reviews to assess programme viability. Where closure is deemed necessary, a formal teach-out plan is developed to allow current students to complete their studies without disadvantage. We will provide transition routes through partnerships with validated institutions, alongside academic and wellbeing support. Students are consulted early, and regulatory authorities are notified where required.

Closure of a campus or teaching location (Low)

We operate from multiple delivery centres, with contingency plans to move teaching activities to alternate locations. All programmes are equipped for full online delivery using our virtual learning environment (VLE). Site risk assessments and relocation scenarios are reviewed annually by the Operations Team to ensure students can continue their learning with minimal disruption.

Loss of key academic staff or teaching capacity (Medium)

Departments maintain a teaching continuity plan and identify succession staff annually. We maintain a pool of qualified associate lecturers who can be deployed with minimal lead time. HR maintains a 30-day recruitment turnaround target and has approved access to subject-specialist recruitment agencies. Ongoing CPD ensures consistency in learning outcomes.

Withdrawal of validating partner or OfS registration (Low)

We maintain open dialogue with our validating partners and comply fully with their quality



and regulatory standards. SOC monitors its OfS compliance through a monthly governance checklist and internal review panels. We are exploring multiple validation pathways and partner institutions to ensure academic continuity and limit single-provider risk.

Financial instability (Very Low)

SOC is in a strong financial position with liquid reserves covering over six months of operating costs. We conduct quarterly forecasting, stress-testing scenarios including loss of major contracts. The Finance Committee monitors key performance indicators, and a business continuity budget exists to fund teach-out or transfer support if necessary.

Changes to government policy or regulation (Medium)

We operate a horizon-scanning protocol led by the Head of Compliance, who reviews policy updates from OfS, DfE, UK ENIC, and relevant funding bodies. Changes are discussed at SLT and integrated into operational plans. Curriculum and fee policies are reviewed annually and updated in line with national guidance.

Disruption due to global events (e.g. pandemic, conflict) (Low)

All courses are capable of pivoting to online or hybrid delivery formats. SOC invested in digital infrastructure, wellbeing tools, and remote learning protocols following the COVID-19 pandemic. Students will have access to loaned equipment and academic advisors during extended disruptions.

Disruption of digital infrastructure (Medium)

We operate secure cloud-based systems with daily backups and mirrored server environments to support continuity. Our IT team runs quarterly disaster recovery simulations, and all critical systems are protected by cyber incident response procedures and encryption protocols. Students are issued platform status updates and provided alternative access routes where necessary.

Additional Protection Measures for Students

Transfer to a Partner Institution or Alternative Provider

In the event of course, centre, or institutional closure, SOC will work to facilitate a smooth transfer to an alternative provider. We are in the process of establishing formal transfer agreements with multiple institutions. Where a validating partner withdraws, affected students will be transferred to a comparable validated route.

Continuation of Supervision for Research Students

If a supervisor or key member of academic staff departs (e.g. due to retirement, relocation, or unforeseen circumstances), the following steps will be taken:



- Where the supervisor relocates within the UK and the student wishes to move with them, SOC will support the transfer process to the new institution.
- Where students choose to remain at SOC, a new supervisor will be appointed from within the academic team. A second supervisor is normally in place and will step into the lead role.
- If no suitable supervisor is available at SOC, we will cover the cost of external supervision arrangements or partner-based support to continue the project.

Funding an Additional Year or Providing Refunds

If no viable supervision or academic continuation route can be provided:

- Students in early stages of research or specialist study may be supported through a revised research project and funded for an additional year (including fee remission and living cost grants).
- Where students are nearing completion or an amended pathway is not possible, a refund of fees and/or a lower level award may be issued based on stage of progression.

These measures are intended to supplement students' rights under consumer protection law.

Refunds and Compensation

This section sets out our policy on refunding tuition fees and other relevant costs. It also sets out our commitment to providing compensation in the event that we are no longer able to preserve the continuation of your studies at the College.

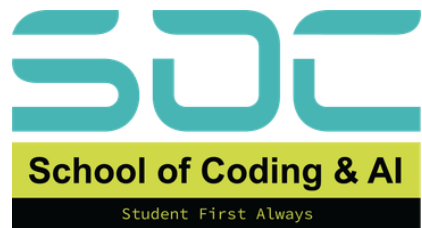
Please see our Tuition Fee Policy. This policy covers continuity of study as follows:

In the event that School of Coding is no longer able to provide your programme of study, you or your sponsor (depending on who pays your fees) will be entitled to the refund of your tuition fees for the whole programme.

This is likely to apply only in the most unusual circumstances, such as where a supervisor in a highly specialised area becomes permanently unavailable, or where a student on a discontinued course has fallen significantly behind their cohort and it is not feasible to preserve the programme for them.

Financial position of School of Coding

In the event that we need to issue refund compensation, SOC is financially positioned to do so without significant risk. As of our last audited accounts:



- SOC maintains over £2 million in liquid reserves
- Operating reserves cover more than 6 months of fixed costs
- Our finance policy mandates a liquidity buffer equivalent to 90 days of operating expenditure
- Stress-testing is carried out quarterly to ensure institutional financial resilience

With tuition fee income spread across public and commercial funding sources, we are confident in our ability to meet any potential compensation obligations. At present, SOC does not consider it necessary to maintain specific tuition compensation insurance.

Communicating with Our Students

4.1 Communicating the plan to our students

We will ensure this Student Protection Plan is readily accessible to both current and prospective students. It will be published on the Terms and Conditions page of our website and linked from all undergraduate and postgraduate course pages. Additionally, the plan will feature in all future prospectuses, course guides, offer letters, and student induction materials.

The SPP will be disseminated to Course Leaders, Research Supervisors, and Admissions Officers. All internal programme development documentation will include references to this plan to ensure institutional awareness and consistency.

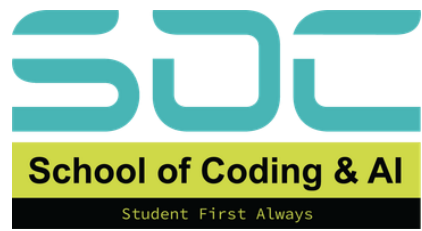
4.2 Student consultation on the plan

Students will be engaged in the ongoing development and annual review of this SPP. Representation will be secured through the Quality and Standards Committee, student-staff liaison forums, and surveys. Proposed changes will be presented for student comment before final ratification. Records of consultation and changes will be publicly documented.

4.3 Notifying students if the plan is triggered

If the SPP is activated, we will notify affected students within 10 working days of the event. This may include programme closure, relocation, changes in delivery, or the withdrawal of validation. Communication will be delivered through direct emails, VLE announcements, SMS alerts, and dedicated support sessions. We will ensure that every student receives tailored advice and options based on their stage of study.

Where whole cohorts are affected, we will conduct formal consultations and include student representatives in all mitigation planning. The goal is to ensure transparency, student agency, and academic continuity.



All actions under this section are in line with OfS expectations that SPPs remain live, accessible documents and ensure that students can continue or complete their studies, or be supported in transferring or receiving fair compensation.