



office of the  
independent  
adjudicator

'for students in higher education'

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## Huddersfield Horizon SCITT

# Annual Statement for 2019 **DRAFT**

Last Modified: 17 April 2020

This is the Annual Statement for Huddersfield Horizon SCITT for the calendar year ended 31 December 2019. It shows the record of Huddersfield Horizon SCITT in handling complaints and appeals in that year.

Huddersfield Horizon SCITT is a provider of school-centred initial teacher training (or SCITT). The OIA does not collect trainee number data for its SCITT members since their OIA core subscriptions are not calculated by reference to trainee numbers. The OIA's SCITT members vary in terms of their trainee numbers and so the OIA does not calculate median comparison data for its SCITT members.

## Completion of Procedures (COP) Letters issued

A trainee who has a COP Letter may not necessarily be unhappy with the outcome. Our [Guidance](#) on COP Letters says that providers should issue a COP Letter when they have upheld a complaint (or appeal), if the trainee asks for one. So it is difficult to compare "like with like".

Number of Completion of Procedures Letters issued	
<b>Dated 2019</b>	0

## Annual complaints to the OIA

Complaints received by the OIA <sup>i</sup>	
Year	about Huddersfield Horizon SCITT
<b>2019</b>	0

Complaints closed by the OIA <sup>i</sup>	
Year	about Huddersfield Horizon SCITT
<b>2019</b>	0

**i Complaints received at the OIA:** Includes Not Eligible complaints.

**i Complaints closed by the OIA:** Some of the complaints might have been received in the previous year.

## Complaints received at the OIA with Completion of Procedures (COP) Letter dated 2018

The table below shows the number of complaints about Huddersfield Horizon SCITT we have received with a COP Letter dated 2018. We include this information in this Annual Statement because the 12-month deadline for bringing a complaint to us has now expired for trainees with COP Letters from 2018.

Complaints received at the OIA with a COP Letter dated	
2018	0

Relevant data for 2019 will be provided in the Annual Statement for the year ended 31 December 2020.

**📌 Mean average proportion:** We use the mean average for the OIA Band as a comparator, which is consistent with the way that we have previously calculated the ratio of "Completion of Procedures Letters to OIA complaints" for the OIA as a whole.

## Complaints closed by outcome in 2019

The OIA did not close any complaints about Huddersfield Horizon SCITT in 2019.

## Complaints closed by complaint category in 2019

The OIA did not close any complaints about Huddersfield Horizon SCITT in 2019.

Click on an individual chart colour below to display its complaint category.

### **Complaint categories**

(Click on a category below for further information)

Academic Appeal

Financial

Equality law / Human rights

Not Categorised

Fitness to practise

Service Issues

Disciplinary matters (academic)

Disciplinary matters (non-academic)

Welfare / Non-course service issues

## Engagement with the OIA in 2019

This section includes general information about all providers' engagement with us in 2019. Where relevant, we include specific information about the individual provider as well.

### **Settlement of complaints made to the OIA**

In 2019 we continued to look for opportunities to resolve complaints as early as possible. 10% of all the complaints we closed in 2019 were resolved by settlement.

### **Response times to our information requests**

A key time frame for our review of a complaint is the time it takes for the provider to respond to our initial request for information that we need to review a case. In 2019, the average number of days providers took to respond to our request for this information was 28 days. In 2019, 7 providers took an average of less than 20 days. This is hugely helpful to us. However, 56 providers took on average more than 30 days to respond.

If a provider does not provide information we request during the course of our review, or does not provide it within the time limits set, the Independent Adjudicator may report it to the Board, and may publicise it in our Annual Report.

### **Compliance with OIA Recommendations**

Where we decide that a complaint is Justified or Partly Justified we will usually make Recommendations to the provider. We expect providers to comply with our Recommendations fully and promptly. We monitor compliance carefully and the Independent Adjudicator must report a provider's non-compliance to the OIA's Board and publish it in our Annual Report.

Providers complied promptly with 94% of "student-centred" Recommendations<sup>i</sup> with due dates in 2019. On average, providers took 20 days to comply with "student-centred" Recommendations with a due date in 2019.

## **Outreach events**

In 2019, we ran a wide-ranging outreach programme including seminars, webinars, workshops and visits by OIA staff to individual providers. We hope that these events proved useful and informative for our member providers.

**📌 "student-centred" Recommendations** These are recommendations which affect the individual student, such as a Recommendation for a rehearing or the payment of compensation. The OIA also makes “good practice Recommendations”, such as a Recommendation to change or review procedures.

# Complaint Categories

For statement years 2019 and later

For statement years 2018 and earlier

## **Academic Appeal**

Complaints about academic matters such as assessments, progression and grades (including mitigating circumstances claims).

## **Service Issues**

Complaints about the course or teaching provision, facilities and supervision.

## **Financial**

Complaints about finance and funding: e.g. fees and fee status, bursaries and scholarships.

## **Disciplinary matters (academic)**

Complaints relating to academic misconduct including plagiarism, cheating, collusion and examination offences.

## **Equality law / Human rights**

Complaints where the student claims there has been discrimination, including harassment, and where they claim their Human Rights have been breached.

## **Disciplinary matters (non-academic)**

Complaints relating to disciplinary proceedings for non-academic offences.

## **Welfare / Non-course service issues**

Complaints about issues that are not directly related to the student's course, for example complaints about support services and accommodation issues.

## **Fitness to practise**

Complaints relating to a person's suitability to practise the profession for which they are training or studying.

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# Other Annual Statements

2018

2017