

High risk

a) What constitutes high risk?

High risk work away can be defined as an activity where it is probable that the student will be exposed to serious harm or fatality or where the student is proposing to visit a location that the FCO advises against. High risk work away can be discerned at the planning stage using the risk rating table found in the [Policy and Guidance overview](#).

All high risk applications to work or study away must be referred to the Study Away Risk Assessment Committee.

b) Drum Cussac

Heads of Department will be provided with access to the Drum Cussac Risk Monitor tool which allows the user to search for and run reports on country specific risk. In addition to this it is possible to sign up to risk alerts of various levels; negligible, low, moderate, high, extreme in order to be able to monitor more closely in country changes.

c) Safety Office

The Safety Office may support Departments by offering guidance on risk assessments. To do this they may also enlist the services of travel risk experts Safer Edge. They will act in an advisory capacity only and will not approve plans for students to work away.

Should you wish to contact the Safety Office for guidance please do so via their email: travelriskassessment@admin.cam.ac.uk

d) Study Away Risk Assessment Committee – for student travel only

The Study Away Risk Assessment Committee is a sub-committee of [The General Board and its Education Committee](#). Their role is to support Departments by making final decisions on high risk applications to study or work away and to ensure that a consistent approach is taken towards high risk across the University. This process has been put into effect to ensure that the responsibility for high risk decisions is not left to one person.

Membership of the Committee

The Committee is comprised of:

- A Chair, who is also a member of GBEC;
- A representative from the Legal Services Office;
- A representative from the Health, Safety & Regulated Facilities Division;
- A representative from the Office of External Affairs and Communications;
- A representative from Student Operations.

The Committee aims to ensure that Departments feel supported by this process rather than restricted, therefore, this core group of decision makers will call on other relevant persons to help inform decisions on a case by case basis; this might include the head of the relevant school or Department/faculty, or the senior tutor, or external expert opinion.

Input may be requested in the form of:

- A supporting statement from a student's supervisor, Year Abroad Coordinator, College Tutor and/or Head of Department including justification for the work;
- Input into case discussions e.g. discussing the academic merit of the work and/or;
- Evidence of training.

The Committee also has the authority to require that a student return from overseas if they are not complying with the University Policy to Safeguard Students Studying and Working Away.

In what circumstances should a Department make a referral to the Committee and what is the procedure for referring?

A Department should refer an application to the Committee when plans have been identified as 'high risk'. Referrals to the Committee should be made using the online form. Please follow all guidance on [these pages](#) before submitting the form.