



INSTITUTE FOR
CONTEMPORARY
THEATRE

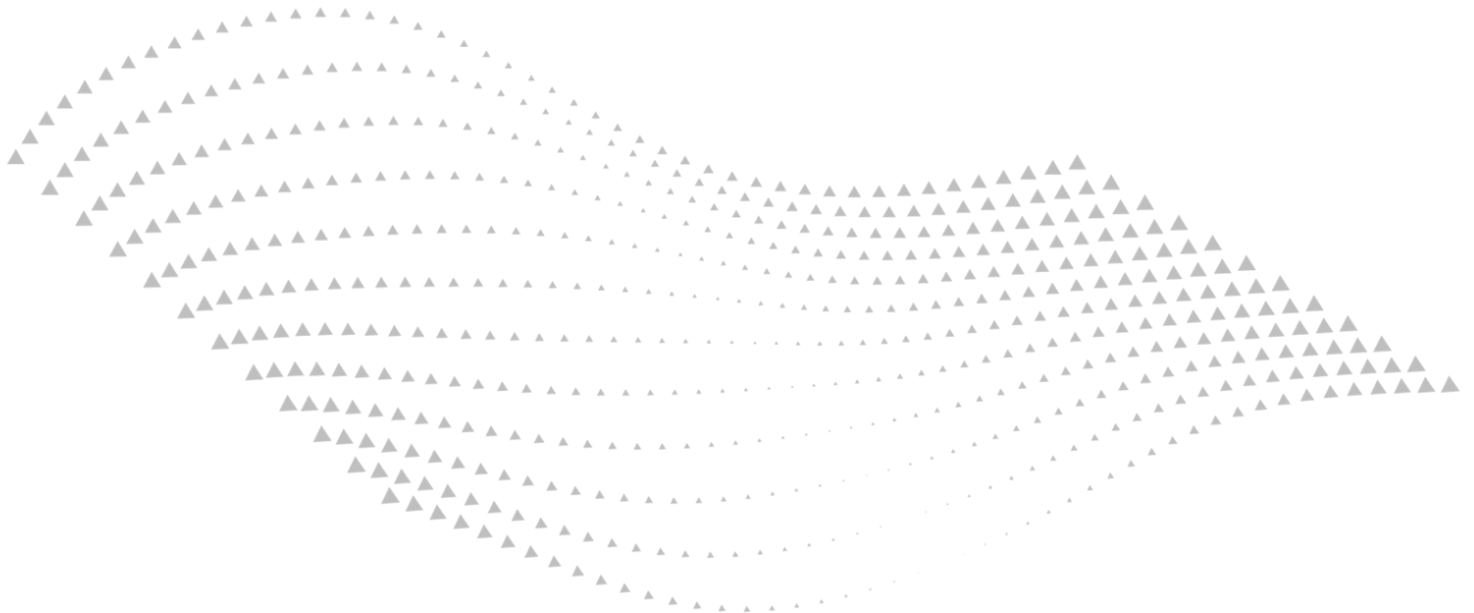


BIMM
INSTITUTE



PERFORMERS
COLLEGE

Further Education Conflict of Interest Policy



Last approved: September 2019

Approved by: Academic Board

Next review due: September 2023



Introduction

This Further Education Conflict of Interest Policy applies to all FE provision delivered at BIMM Institute, the Institute of Contemporary Theatre or Performers' College (collectively referred to as "the Institute").

This policy will be reviewed annually and, where amendments are made to the awarding body's Conflict of Interest Policy which directly impact on the Institute's Colleges engaged in delivery of FE courses, this policy will be amended accordingly.

Scope

A Conflict of Interest is deemed to exist where:

- a) The interests of the Institute in any activity undertaken by it, on its behalf or by a member of its staff have the potential to lead it to act contrary to its interests of the development, delivery and award of qualifications in accordance with its conditions of registration by the awarding body.
- b) A person who is connected to the development, delivery or award of qualifications by the awarding organisation has interests in any other activity which have the potential to lead that person to act contrary to his or her interests in that development, delivery or award in accordance with the awarding organisation's Conditions of Recognition.
- c) An informed and reasonable observer would conclude that either of these situations was the case.

Managing and Declaring Conflicts of Interest

It is the responsibility of all Institute staff to declare all conflict of interest. Any undeclared conflict of interest and instances where assessment has taken place where conflict of interest exists may be investigated in line with awarding body policies.

Any and all conflict of interest pertaining to the assessment of Vocational Qualifications will be declared to the awarding body. Each individual involved in the assessment process is responsible for declaring any conflict of interest. Where the Institute is able to mitigate against a declared conflict of interest, the mitigation will be included in the declaration.

In instances where the Institute cannot mitigate against a conflict of interest (for example, where the only qualified assessor and internal verifier available at a College are related) the unresolved conflict will be declared to the awarding body to enable it to make arrangements to mitigate through the external quality assurance process.

College Quality Nominees will be directly responsible for ensuring the submission of declarations of conflict of interest to the awarding body.