



Quality Assurance Handbook PART A1

POLICY No.17: Academic Risk Management Policy

17. Purpose of Policy

Policy No.17 outlines FIT's intent and guidance in mitigating and managing academic risk associated with delivering Tech Apprenticeship programmes. This policy supports FIT in delivering its mission to achieve sustainable growth of Tech Apprenticeship programmes, supporting the achievement of objectives and compliance with governance, statutory, and accreditor requirements.

17.1 Policy Scope

FIT staff should access this policy along with apprentices, tutors, Approved Delivery Partners¹, and broader regulatory and accreditor stakeholders where appropriate. FIT believes that academic risk should be led and managed from the top and embedded into the regular structures and activities of FIT. Risk arises where there is the uncertainty of outcome and anything that could impact FIT's ability to achieve its objectives. It can occur through direct threats, leading to a failure to achieve goals, or through the inability to capture opportunities that could provide a better way of meeting objectives. Academic risk management is about identifying risks, assessing their significance, and taking appropriate action to manage them. It is a fundamental part of best management practice and a cornerstone of FIT oversight and delivery of Tech Apprenticeship programmes.

17.2 Overarching Considerations

The Academic Council assumes responsibility for categorising risks in term of potential severity and impact through regular review and update of the Risk Register. However, it is the responsibility of all staff to manage various risks at the operational level, but crucially to notify relevant occurrences/ and risks in a timely way to their line manager and senior personnel as necessary. Academic risks can include but not be limited to staffing, ready access to high quality apprenticeship candidates or participating employers, provision of resources, etc. FIT is conscious of the high volume of broad

¹ Typically an Education and Training Board.

stakeholders collaborating to deliver Tech Apprenticeships, which can be a risk factor. FIT works to provide effective communications to militate and manage issues that can impact cross-functional stakeholders.

17.3 Policy Statement

All FIT staff should know the risk factors inherent in achieving their role objectives. The Academic Council will, on an ongoing basis, monitor whether the risk profile of FIT is changing to ensure academic risk management is effective and recommend the FIT Registry Team where issues are deemed to require further corrective actions. The Registrar will keep the Academic Risk Register updated and stay abreast of wide-ranging matters emanating from the operational environment and through the day-to-day coordination of the Tech Apprenticeship programmes. FIT aims to ensure continuing access to QQI and various accreditor awards and not unwittingly put such accreditation at risk through non-identification of issues. FIT understands that a reasonable level of academic risk may be tolerated, but unacceptable risks must be quickly identified and resolved with appropriate and timely mitigating actions.

17.3.1 Risk Tolerance and Appetite

FIT requires that staff and stakeholders consider the following identification of academic risks:

1. Transparent reporting of academic risks presenting,
2. Timely notification of risks,
3. Cross-functional understanding of specific academic risks,
4. Regular updates to the Risk Register,
5. FIT requires that where staff and stakeholders identify academic risks, sustainable solutions are instigated, identifying any requirement for additional physical, human, or electronic resources.

<i>Document History</i>		
Document Name	Academic Risk Management Policy	
Policy Document Number	FIT-POL-017	
Version Reference	V1.0	
Document Owner	FIT Registrar	
Roles with Aligned Responsibility	Registrar and Director of Academic Affairs	
Approved by	Academic Council	20/09/2022 (active)
Revision Cycle x5 Year	V1.0 document created May 2022	