

Fitness to Practise Appeal Meeting Agenda



1. The Fitness to Practise Appeal Panel will meet privately to discuss the case.
2. When the Fitness to Practise Appeal Panel is ready to begin, the student, their representative, the Chair of the Fitness to Practise Panel and the Investigating Officer will be invited into the room at the same time.
3. When all parties are present at the Fitness to Practise Appeal Panel, the Chair will confirm that the Panel is being held in accordance with the Fitness to Practise Procedure. The student will be asked to confirm that they have received the documentation and have been advised of their rights to representation.
- 4. Consideration of Case**
 - (a) The student or their representative will make an opening statement. This will include the grounds for appeal against the decision of the Fitness to Practise Panel.
 - (b) The student may be questioned by the Investigating Officer and the Chair of the Fitness to Practise Panel.
 - (c) The Chair of the Fitness to Practise Panel and the Investigating Officer will make a joint statement. This will include a summary of the evidence which is relevant to the case and the basis of the decision of the Fitness to Practise Panel.
 - (d) The student or their representative may ask questions of the Investigating Officer and the Chair of the Fitness to Practise Panel about any of the information which they have presented.
 - (e) The Fitness to Practise Appeal Panel may ask questions of the student, the Investigating Officer and the Chair of the Fitness to Practise Panel about any of the information which they have presented.
 - (f) The Investigating Officer and the Chair of the Fitness to Practise Panel may make a closing statement.
 - (g) The student may make a closing statement, this will include details of any mitigating factors which they would like to be taken into consideration.

The student, their representative, the Investigating Officer and the Chair of the Fitness to Practise Panel will be asked to leave the room whilst the Fitness to Practise Appeal Panel discusses their decision in private. The decision of the Fitness to Practise Appeal Panel will be communicated to the student within 1 week excluding Bank Holidays

5. Appeal Panel Discussion

- a) The Appeal Panel will establish if the student has satisfied the grounds for appeal or not.
- b) The Appeal Panel will decide one of the following:
 - To remove a written warning
 - To start a new investigation because the procedure was not followed.
 - To change the decision of the Fitness to Practise Panel (but not to increase the penalty) because there is new evidence to consider or the previous decision was unreasonable or biased.