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To: Lowe, Daniel
Cc: Hiorns, Sara; Joarder, Bahzad
Subject: DUG Student Update (Week 4)
Date: 30 October 2026 13:22:45

Dear Student,

I hope this finds you well and looking forward to the weekend. I just wanted to send a quick announcement to highlight some important information and an exciting opportunity.

1. **Seminar absence**: Please note that if you are ever unable to make it to any of your seminars due to illness, you should self-certify your absence via this form:

   https://warwick.ac.uk/fac/soc/law/student-hub/forms/attendance/.

2. **Attendance: Monitoring and Consequences:** I have had many queries about the rules on attendance and wanted to higlight that there is a lot of information covering this on the **student hub.** Very briefly, attendance is considered mandatory at both lectures and seminars.

   Lectures: Though some lectures will be recorded and released, you cannot rely on them being released in the same week as timetabled. If you miss lectures, you are missing an essential element of your teaching. Lecture attendance is recorded.

   Seminars: Using the online absence form listed above means if you are ill, all absence during a period of up to one week can be authorised. If you are not ill, absence will only be authorised under very exceptional circumstances. Attendance is recorded and monitored.

   There are consequences for non-attendance, not least to your achievements in your degree. Dr Maggie O'Brien and I conducted research two years ago which demonstrated a very clear link between attendance and final degree classification. If you don't attend regularly, the chances of receiving a First or a 2:1 degree are very low indeed. The highest performing students are always students with excellent attendance records.

   There can be institutional consequences too. We monitor seminar attendance and if you are struggling to engage, the first intervention will be by your Personal Tutor. If you have more than a week of unauthorised absence, they will be contacted and asked to find out what is happening. Our initial thoughts will be of concern for you, and we will suggest supportive measures to help you back into the classroom, and to help you catch up on any work lost. If you have reasonable adjustments, we will make sure you have access to the teaching materials needed to manage any necessary absence.

   If non-attendance escalates, you will be referred to the Year Tutor. Again, our primary concern will be to make sure there are no underlying issues that stop you coming to your classes. Should non-attendance continue, your case will again be escalated further, this time to the Director of Student Welbeing (Professor Jane Bryan) and the Director of Undergraduate Studies (Dr Daniel Lowe). If you miss a significant amount of teaching, we will discuss how realistic it is for you to catch up on your work and perform to a satisfactory standard in forthcoming assessments. We will always look for the best option for you and encourage you to return to studies if well enough to do so. Depending on the length of absence, we might suggest a

period of temporary withdrawal to allow you to recover. In very rare cases of a serious lack of engagement, we might trigger a discontinuation of studies.

The short version: Come to your classes and if you can't - please let us know!

3. **Referencing and Citation:** Kindly note that the referencing standard for the Law School is for comprehensive citations using the OSCOLA referencing system. Remember that if you do not reference, you leave yourself vulnerable to suspicions of poor academic practise or plagiarism. Please make sure you reference all of your submissions. Most Module Convenors will give credit in marking submissions where referencing is to a high standard. I will be leading workshops on OSCOLA later this term (please stay tuned for further details!), but do see the link below for guidance on the correct usage of this system:

   https://warwick.libguides.com/law/referencing

4. **Skills in Practice Award:** Finally, I wanted to highlight a great initiative you are encouraged to participate in if you are able to. For more information on this, please reach out to Professor Jane Bryan.

   The new Skills in Practice Award (SiPA) Pathway is now available through your Warwick Award profile here (Gradintelligence login required). The Skills in Practice Award (SiPA) pathway organises a range of opportunities to develop and practise the skills and capabilities that lawyers use in professional life. This pathway is designed to guide you through the Skills in Practice Award as part of your Warwick Award.

   Using the pathway and the SiPA website here, you will be able to see all the options you have available to you and their Core Skills Points value, link directly to the Award activity pages when you're ready to reflect on your participation, and find the detailed reflections you need to complete to conclude the SiPA programme. Every SiPA activity is recognised as a Warwick Award activity, and completion of the pathway is a requirement for completion of the SiPA.

   If you would like to check it out but haven't signed up to the Warwick Award yet, please use this link to activate your Gradintelligence account, then click on the Warwick Award tile. If you have any questions about the Warwick Award or your Gradintelligence account get in touch with your Skills Developer here.

As always, if you have any questions do reach out to us via email and we will be happy to assist you. We hope you have a wonderful day and a restful weekend when it comes.

With best wishes,

Daniel & Bahzad

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