



UniFest Summer Schools
2025:
Managing Critical Incidents-
Information & Guidelines

Aimhigher UniFest: Managing Responses to Critical Incidents

Contextual Statement

Aimhigher works in partnership with Higher Education Institutions (HEIs). It commissions a programme of activities designed to extend access to Higher Education, and targets disadvantaged young people in the 11-19 phase of their education (schools, colleges and academies). The safety and well being of the learners taking part in the summer schools programme is paramount and must be a key priority for summer school providers and administrators.

All organisations have a statutory duty to ensure the safety and wellbeing of their workforce, service users and members of the public. Aimhigher will ensure that all partners will have in place safeguarding, risk assessment and critical incident arrangements that are consistent with best practice.

We regard the organisation's capacity to effectively manage a critical incident that affects those attending Summer Schools and their families as an essential component of such arrangements and that roles and responsibilities are clearly defined and understood by the Aimhigher partnership that administer the Summer School programme.

In the case of an emergency, it is understood that the HEI running the event will refer to their own institutions' risk assessment, safeguarding policy and, if necessary, critical incident plan and public liability insurance.

Overleaf is a breakdown of the key information for each UniFest event which can be used by all stakeholders to contact the relevant HEI in any given situation.

Critical Incident Management: 24 Hour Contacts at Delivery Partner Organisations

Delivery Partner	Dates of Delivery	Name	Designation	Contact#1	Contact#2
STEM Aston University Aston University, Aston Triangle, Birmingham B4 7ET	Wed 9 th – Fri 11 th July 2025 Residential	Simon Mitchell	Aimhigher Officer	07805037160	s.mitchell@aston.ac.uk
Future Media Makers Birmingham City University City Centre Campus: Parkside building, Birmingham City University, 5 Cardigan Street, Birmingham, B4 7BD City Centre Campus (Halls of Residence): University Locks, 50 Curzon Street, Birmingham B4 7JX	Wed 2 nd – Fri 4 th July 2025 Residential	Katie Rice	Aimhigher Officer	07885478267	katie.rice@bcu.ac.uk
Step into Health Careers University College Birmingham McIntyre House, 2 Holland Street, Birmingham B3 1PW	Wed 9 th – Fri 11 th July 2025 Non-Residential	Katie Jones	Aimhigher Officer	07775801076	k.jones@ucb.ac.uk
Your Future Your Choice University of Birmingham University of Birmingham, Edgbaston, Birmingham B15 2TT	Sun 13 th – Tues 15 th July 2025 Residential	Alice Smyj	Senior Outreach Officer	TBC	a.v.smyj@bham.ac.uk
The Mind of a Criminal University of Worcester University of Worcester, Farrier St, Worcester WR1 3BZ	Wed 2 nd – Fri 4 th July 2025 Non-Residential	Chloe Towler	Aimhigher Officer	01905855453	c.towler@worc.ac.uk

