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**LEICESTERSHIRE EDUCATION AND INCLUSION PARTNERSHIPS**

**CONSENT OF PARENTS AND CARERS TO EXCHANGE OF INFORMATION AND ARRANGEMENTS FOR ALTERNATIVE EDUCATION PROGRAMMES**

**REFERRAL TO A PARTNERSHIP BY A SCHOOL IN ORDER TO CONSIDER – AND SUBSEQUENTLY SET UP – AN EDUCATION PROGRAMME DELIVERED OUTSIDE THE SCHOOL**

Our Partnership of secondary schools in this area of Leicestershire is called <Loughborough and North Charnwood> Inclusion Partnership. The Partnership works together to help students who may need additional support to engage in their education. The Partnership focuses on those needs that impact on behaviour and attendance at school. You can find a description of who we are and what we do at <https://www.leicsseips.org/parents-and-students>

Academies, Schools and Colleges may refer a student for discussion as to whether a child or young person should have an alternative education programme set up and managed by the local Partnership. This is called “Programme Management”.

Programme Management means that Partnership staff may teach part of the education programme in a Partnership base. Other parts of the programme may be commissioned by the Partnership from one or more alternative settings – providers who offer special programmes for pupils struggling to cope at school.

In order to make these programmes effective the school, the partnership and any alternative settings involved need to share information about the student’s needs and progress. The school and Partnership ask for the consent of the child’s Parent/Carer to:

1. Agree that the child’s education programme should be delivered by the Partnership working with the school.
2. Agree that information about the child’s needs and progress should be shared.

Schools have the power to direct a pupil to be educated off site in order to improve the child’s behaviour. Schools also have the power to exclude children within the regulations set out by government. Often schools will try to prevent a child reaching the point where powers of direction or exclusion need to be used. Instead the school will refer to the Partnership and ask for support up to and including full time “programme management”. Any early referral of this kind requires Parent/Carer consent.

A school does not need consent to exclude or direct a child to off site provision. Nevertheless the local Partnership will usually be involved and will seek the consent to any arrangements of the Parent/Carer.

**What happens to the information that is shared?**

1. The Academy, School or College will keep the information securely in line with their policy they have published to parents.
2. Agencies and services will keep information they receive in line with their published policies.
3. The Partnership keeps information it receives about children and young people in line with our “Fair Processing and Privacy Statement”. A copy of this is at <https://www.leicsseips.org/safeguarding>

If you are concerned at anytime about the information the school holds please contact the school directly. If you child is being supported directly by the Partnership please contact the Co-ordinator.

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| *I give permission for my child to be referred to the local Partnership in order to consider and subsequently set up an alternative education programme. I agree to the sharing of information between school, Partnership staff and other agencies and services involved in order to support the progress and wellbeing of my child. I understand that information will be used, stored and deleted in line with the policies set out by my child’s school, the other agencies and as set out in the Partnership’s Fair Processing notice.* |
| *I agree to the proposed alternative education programme for my child. I understand that it will be kept under review and may be amended from time to time in the light of my child’s progress and changing needs.* |
| *Signature* |
| *Parent / Carer name* |
| *Date* |
| *Student name* |