**LEICESTERSHIRE SECONDARY EDUCATION AND INCLUSION PARTNERSHIPS  
STUDENTS’ PLACEMENT PLAN SUMMER TERM 2020**

In order to ensure that the provision we commission from APs reaches the standards that are currently being achieved by the most effective APs we will agree for each student a “Student’s Placement Plan” for the second half of the Summer Term. These plans are an essential component of each commissioning agreement.

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| Partnership |  |
| Student |  |
| Who is the Key worker for this student at the Partnership? |  |
| Who is the key worker for this student at the AP? |  |
| How much is being commissioned per week? |  |
| On which days? |  |
| When does the commissioning agreement expire? |  |
| Has the Covid 19 risk assessment been completed and approved by LEBC |  |
| What are the expectations for attendance at the AP by this student? Which day in each week and how many attendances before the end of term |  |
| Are arrangements in place to ensure that attendance and non attendance are reported to the Partnership within the first thirty minutes of each booked session? |  |
| Are arrangements in place to ensure that the AP makes its own contact with the student and parent-carer if the student fails to attend as arranged? |  |
| Are arrangements in place to ensure that work is set and delivered on paper or on line on the agreed timetabled days where either non attendance has been agreed or the students has not attended as arranged? |  |
| Is there a clear programme of study for the student for the remainder of the academic year that links home based materials with work to be done on site at the AP? |  |
| Are arrangements in place to ensure that there is helpful and supportive teaching contact, (on line, by phone or in person) on the days when work has been set rather than attendance? |  |
| Is there a clear process for RAG rating the engagement of the student in the home based aspects of the programme of study that includes timely reporting back to the Partnership? (RAG – see overleaf) |  |
| Review date for progress review |  |
| Date of this agreement |  |
| Signatures |  |

RAG rating for student engagement

|  |  |
| --- | --- |
| Red | The student makes little or no attempt to engage with the learning provided |
| Amber | The student has engaged with the materials provided but has not made the planned progress set out in the programme of study |
| Green | The student has effectively participated in the set activities and has made progress in line with the expectations set out in the programme of study for the half term |

Summary of Expectations

1. We will be re commissioning places for students up until the summer holidays.
2. Each student will have a provision that we have negotiated with you that is a personalised programme with a balance between home based work and attendance at provision.
3. A “commissioned day” will ensure that the student has a minimum of three hours worth of activity arranged which is composed of a balance of home and provision based work.
4. The work that is set will be part of a programme of study designed to support progress over the rest of this term.
5. The Provider will be pro-active in developing the engagement of each student in their programme of study.
6. The Provider will provide simple feedback to the commissioning partnership using the RAG rating system in order for us to track the success in building engagement.
7. The Partnerships will commission additional short term placements for Year 9 students during the remainder of the term as part of our Induction plans for the new school year.