

Elevate Educating Children Off Site to Improve Their Behaviour

Policy Type	
Adopted by the Trustees	
Chair of the Trustees	Rev Nigel Sinclair
Date	
To be reviewed	

Elevate Multi Academy's (Elevate) Articles of Association states:

5. In furtherance of the Object but not further or otherwise the Company may exercise the following powers:
 - (j) to provide educational facilities and services to students of all ages and the wider community for the public benefit;

Legislation and Statutory Requirements:

- DFE Alternative Provision Statutory Guidance for LAs – January 2013
- Education Act 2002, S.29A
- DERA Referring a Pupil Off Site for Educational Provision to Improve Behaviour
- Education (Education Provision for Improving Behaviour) Regulations 2010

Links with other Policies:

- Exclusion Policy;
- Behaviour Policy;
- EVC and Children Off Site Policy

Education Act 2002 Section 29A:

Although S.29 A of the Education Act does not apply to Academies Elevate as a matter of good practice has decided in principle to follow this statutory law.

Elevate and its Academies:

References to the Head Teacher includes the Head of School and Executive Head Teacher.

The Head teacher can direct a child off-site for education to improve his or her behaviour. In this situation, the Head teacher must:

- Notify the parents at least 2 schools days before the relevant day (first school day on which a child is required to attend a place outside the school premises for the purpose of receiving educational provision intended to improve the behaviour of the child);
- ensure that parent/s or carer are given written clear information about the placement – why, when, where and how it will be reviewed (See Appendix 1);
- advise the Local Authority in writing, where the child has a Statement of SEN or EHCP;
- regularly review the placement (with regular input from parents), to ensure it is achieving its objectives and the child is benefitting from it;
- Immediately inform the CEO and/or Compliance Officer about the placement.

Reviews:

The Head teacher must hold a Review Meeting -

- Not later than 30 days after the relevant day;
- Not later than 30 days after the date of the first review meeting and
- Not later than 30 days after the date of each subsequent review meeting for as long as the provision remains in effect;
- After each review a decision will be made as to whether the placement should continue to have effect and if so for what period of time.

Review Meetings:

- The Head teacher shall either invite (6 days before a meeting) or inform (the day before the meeting) that the placement shall continue for a further period:
 - Parent or carer;
 - Person in charge of the placement;
 - If child has EHCP the LA
- The Head teacher shall inform parties of the decision within 6 days of the Review Meeting.

Parents can request, in writing, that the placement is reviewed and the Head teacher must comply with the request as soon as is reasonably practicable, unless there has been a review in the last 10 weeks.

The Head teacher should have a plan for reintegrating a child into (mainstream) education at the end of the placement off-site, unless an alternative provision is provided. A report should be produced of the child's achievements, attainment and progress as well as attendance.

Information to Parents re Off Site Placement:

Name of Parents:

Address of Parents:

Contact numbers for parents:

Academy	
Head teacher	
Date	
Name of Child	
Name of placement for off site education	
Address	
Telephone number	
Contact at Placement	
Risk Assessment carried out by Head teacher including date	
Reasons for and objectives of imposing off site education	
Date child will commence off site education	
Number of days of offsite education	
Days child to attend	
Times of session/s and breaks	
Key Person/s who may attend with the child	
Date of first Review	