



Top Valley Academy

Alternative Key Stage 4 Provision

Approved by Governing Body 23 June 2015

Alternative Key Stage 4 Provision

This policy has been written in response to the Charlie Taylor DfE report, "Improving Alternative Provision" 2012.

Alternative Provision is an educational provision for pupils who are not accessing mainstream education for a variety of reasons.

AP can be adopted for a number of reasons:

1. The pupil's key talents are not being developed through the national curriculum. AP recognizes that we are all individuals with different strengths and weaknesses and that mainstream education is not for everyone.
2. The pupil has had one or more fixed-term exclusions and is considered to be at risk of permanent exclusion from the Academy. Alternative provision is a strategy to avoid permanent exclusion for pupils and to encourage inclusion in education.
3. The pupil has not been attending the Academy regularly for whatever reason and is therefore unlikely to achieve GCSEs and become NEET (not in education, employment or training). Alternative provision offers a different setting with a broader choice of subjects for pupils, which may encourage attendance.

What are the advantages of the Alternative Provision?

Pupils can choose from a variety of educational options, including core GCSEs, vocational training & qualifications, and practical skills that can lead to jobs/ apprenticeships.

Pupils are given a greater degree of flexibility in what and how they learn.

Pupils are given more independence and are encouraged to take responsibility for themselves.

Pupils who are doing what they enjoy often find they are more motivated to attend class and achieve good results in their chosen subject area. Doing well promotes higher self-esteem.

Pupils who are referred by a school remain on roll with that school and the school funds their place in alternative provision. The school remains ultimately responsible for the pupil, and the offer of alternative provision shows a commitment by the school to an inclusive approach to the pupil's education.

We use a range of Providers of Alternative Education in Nottingham. These Providers are either Colleges or smaller educational not-for-profit facilities.

Courses range from trade subjects (mechanics, construction, hairdressing, etc) to specialist areas (ESOL, business, catering, childcare, fashion, music) to GCSE or key skills classes (Social skills, sexual health, self esteem).

The qualifications they receive are nationally recognised and enable progression to further education. We will always aim to ensure that pupils continue to receive appropriate and challenging English and Maths teaching.

In addition to this, we also operate an in-house provision for identified students.

All procedures have been developed on the basis of the following principles:

Learners referred to off-site alternative provision should be referred on the basis that this provision is more appropriate for them than what Top Valley Academy can provide.

If an alternative placement breaks down the situation will be discussed and meeting convened and if it is unable to be resolved the pupil will be expected to return to the Academy.

Service Level Agreements are in place for all provision and include procedures for ending the placement using the Nottingham City Secondary Education Partnership (NCSEP) template.

In addition, we will uphold the Academy core values of pride, opportunity respect and belief; actively promote British Values and operate within the objectives as set out in SMSC and work to ensure that this is reflected in the provision.

Attendance

Once committed to off-site alternative provision, learners must attend, and failure to do so should carry the same consequences as non-attendance at Top Valley Academy.

The Academy will monitor attendance through the Collaborative Learning Manager (CLM) system.

Attendance at off-site alternative provision should be monitored closely and every step should be taken to ensure that accurate attendance data is kept by Top Valley Academy.

Further details can be found in the Top Valley Academy Attendance and Punctuality Policy.

Safeguarding and Child Protection

All professionals have a statutory responsibility to safeguard and promote the welfare of children and young people and tracking and reporting attendance at alternative provision is an essential component in achieving this.

There is an expectation that any safeguarding concerns are raised with the designated child protection officer at Top Valley Academy and that all alternative providers adhere to the safeguarding policy held by the Academy.

Behaviour

Pupils attending an alternative provision will be expected to adhere to a code of conduct as outlined by the individual provider. Pupils are expected to represent Top Valley Academy positively through their behaviour and attitude and any breach of the Academy Behaviour Policy or provider's code of conduct could result in termination of the placement.

Process

Top Valley Academy will set up a meeting involving all relevant parties, including parents/carers and others as appropriate.

A representative from the Academy will clearly explain to families the reasons why the alternative provision is being offered. If the provision is being offered as an alternative to permanent exclusion this must be clear to parents so that they are able to make an informed decision. If parents refuse to accept the offer of alternative provision as an appropriate

alternative to Permanent Exclusion, the Head Teacher of the school would need to decide whether to proceed with the original exclusion.

Referral Form for Alternative Provision will be filled in and sent to the Nottingham City Secondary Education Partnership

Learners must attend the off site alternative provision as required and parents/carers must support this.

Alternative learning providers will contact Top valley Academy whenever the learner is absent via the CLM.

Top Valley Academy will then make contact with parents and try and resolve the issue to ensure regular attendance is achieved. If necessary this should then be referred to the Education Welfare Service and other agencies as appropriate.

Top Valley Academy will formally monitor attendance and update records and maintain contact with the alternative learning provider on a weekly basis.

If the placement does not appear to be working or if the pupil is not attending - a formal meeting should be held involving the school, parent/carer, pupils and any other appropriate person. The meeting will reinforce the expectations of the original agreement while seeking feasible alternatives.

If a pupil is permanently excluded from an alternative provision placement, a meeting will be convened between the named mainstream school, alternative provider and the family to discuss either a return to the child's named school or to identify a further alternative provider.

Providers

We have high expectations for all our pupils and want to ensure that they are safe, receive a good education and are equipped with the necessary skills that will enable them to succeed in work and life.

Annual verification and evaluation visits are conducted with all providers offering alternative provision to young people living in Nottingham. There is an agreement that all Nottingham schools and academies will only place young people on alternative provision which has undergone a process of quality assurance, as outlined on the Nottingham 14-19 alternative provision website (www.alternative-provision-nottingham.co.uk).

To become a recommended provider of alternative education in Nottingham the provider will have to demonstrate that they meet the criteria as set out in the Quality Assurance and Safeguarding Checklist; deliver teaching and learning, which is at least satisfactory but ideally good or outstanding; and will monitor attendance and progress using the CLM.

Staff responsibilities

The Academy utilises the skills and experience of an Alternative Provision Co-ordinator with the following responsibilities:

- Identify pupils for whom an alternative provision may be appropriate
- Source appropriate alternative providers in line with pupil interests and skills
- Meet regularly with alternative providers, pupils and families to review progress
- Monitor attendance, behaviour and progress of pupils in alternative provision

The use of alternative provision is overseen by the Deputy Principal for Pastoral Care.

Any agreement around alternative provision for a pupil must be regularly reviewed. Timescales and responsibilities for reviewing the agreement must be clear to professionals, parents and the pupil and occur every term.

Impact/success will be measured against the targets the pupils are set in a meeting once per term. Examples of these could include attendance, behaviour and qualifications.

Review

The Academy will regularly review the use of alternative provision to ensure that individual programmes are demonstrating value for money against pupil progress and outcomes.