



## **Offsite Direction Placement/Alternative Provision Policy 2025.26**

### **Offsite Direction Placement (Managed Move) - Explained**

An Offsite Direction Placement is a *‘move to another school to enable the pupil to have a fresh start in a new school.’*

Head Teacher/Behaviour for Learning Lead or Heads of Year at Holy Trinity Catholic School may suggest an Offsite Direction Placement for a pupil for a variety of reasons, including:

- Those who are at risk of being Permanently Excluded.
  - Permanent Exclusion may occur because of
    - Possession of a weapon
    - Use of a weapon
    - Possession of drugs
    - Use of drugs
    - Violence against other pupils and/or staff
    - Sexualised behaviour
    - Persistent challenging and/or disruptive behaviour
- Those who are finding it very difficult to settle in their current school
- Despite all interventions being explored and exhausted, the School feels a managed move would be in the best interests of the pupil and their educational provision.

The use of alternative provision will only be considered if it is in the best interests of the pupil, in order to enhance our offer of education for that individual. Any agreement will be monitored and reviewed at regular intervals to ensure that this is the case once the placement has started. Pupils who are offered an alternative provision placement will be in Year 9 or above, a Managed Move can be arranged for a pupil from Years 7- 11 - however there may be also be exceptions to this.

The following will also be considered:

- Whether the provision meets the pupil’s needs - any move(s) must be in the best interests of the pupil.
- The quality and safety of the provision.

[Type here]

Ratified by Governors: 12<sup>th</sup> February 2025

## **Arrangement of external placements**

Holy Trinity Catholic School will communicate with staff at the new school and all necessary paperwork and information shared prior to any formal meetings - this includes collaborative work with colleagues from the Central Network Sharing Panel. The panel consists of a range of different Schools within the vast local community and enables Holy Trinity Catholic School to offer moves which may support parents/ carers logistically. This continues to ensure that the best interests of the pupil continues to be met throughout the process.

Following the initial meeting, when a new school place has been agreed, a planning meeting will be held with both schools, the parents/carers and the pupil. Other people who are involved in helping the pupil should also be invited to attend this meeting; for example an Outreach/Family Worker.

## **Length of external placements**

Offsite Direction Placements/Managed Moves should not go on indefinitely. They are usually for 12 weeks, however depending on pupil progress including attendance and behaviour this may be extended to a maximum of 18 weeks.

By the end of the agreed placement period, a decision must be made as to whether the change of school is to be permanent - Both schools and the family should decide this together.

Until this decision is made, the pupil(s) will remain on the register of the 'home school', allowing pupil(s) to always have a school place available to them. The register must be kept up to date at the home school with the new school providing attendance information weekly.

## **Breakdown of external placements**

Parents/carers can help by keeping in regular contact with staff at the new school so that any difficulties can be addressed before they become too problematic. If the new school is thinking about ending the Offsite Direction Placement/Managed Move, the Head Teacher/ Lead person should hold an urgent review meeting with both schools and the family.

If the Offsite Direction Placement/Managed Move is ended this must be clearly communicated to parents/carers and the pupil should return to the home school. The home school will then work with the family to plan a new way forward - this may also involve the option of offering an alternative provision placement.

The pupils' behaviour may still be covered by the home school's behaviour policy as well as the new school's policy. The home school and the new school do have the right to permanently exclude the pupil if their behaviour is serious enough in either school to warrant this.

## **Other pupil support interventions**

Holy Trinity Catholic School seeks to identify at a very early stage if pupils are experiencing any kind of difficulty or challenge. Before an Offsite Direction Placement/Managed Move is recommended, school is likely to have undertaken the following interventions:

- Informal and formal conversations between pupil and appropriate staff regarding the impact and consequences of negative behaviour

[Type here]

Ratified by Governors: 12<sup>th</sup> February 2025

- Support from a Learning Mentor/Pastoral Staff
- Bespoke sessions outside usual timetable which address the specific behaviour.
- Pupils who are more vulnerable and SEN - a graduated approach will be used to support as needed.
- Short-term placements with another school (usually 3 weeks). This will always be discussed and agreed with parents.

Parents/ carers should however be aware that, more often than not, the schools to which a Managed Move is available may be limited e.g. some schools are single gender and some schools do not have capacity in certain year groups.

*An Offsite Direction Placement/Managed Move is often the only alternative to Permanent Exclusion (see section on Permanent Exclusion and impact on a child's life chances below).*

**IMPORTANT NOTE:** We would ask all parents / carers to seriously consider a Managed Move to either a mainstream school in order to stop a permanent exclusion. If a Managed Move is refused by the parent / carer then a Permanent Exclusion may apply. It will then be the responsibility of the parent / carer to make arrangements to find another school for their child.

*Holy Trinity Catholic School will always endeavour to fully support our pupils so that they are happy and have every opportunity to achieve at school. However, we also consider the safety of other pupils and staff which may be compromised by the behaviour of pupils.*

### **Working together to stop permanent exclusions**

Permanent exclusion from school is always treated as a last resort by the Head Teacher, however Holy Trinity will consider the needs and safety of all pupils. We will ensure that permanent exclusion is only used when the education of the child/ other pupils is being impacted and/or when the safety of the wider pupil population and staff is compromised.

Therefore, we as a school and parents/carers work closely together to monitor and intervene when a pupil's behaviour is challenging and unacceptable, we will have more success in ensuring that their future life chances and opportunities are as positive as possible.

### **List of Alternative Provision Providers**

Alternative provision could take the form of part time/full time or a combination of provision alternative with a variety of providers.

Holy Trinity Catholic School uses a range of Providers of Alternative Education in Birmingham. These providers offer a range of courses suitable for the needs of any pupil. Communication is the key to any process involving an external move from Holy Trinity. Therefore, parental engagement and being fully informed of any decisions and the suitability of any alternative provision are the key elements of any successful move.

Education Provider	Contacts
Flexible learning 23 All Saints Road Hockley Birmingham B18 5QB	Mr Zubair Khan Head Teacher <a href="mailto:Zubair@flexiblelearning.org.uk">Zubair@flexiblelearning.org.uk</a> Head office 0121 554 7918 <a href="mailto:Info@flexiblelearning.org.uk">Info@flexiblelearning.org.uk</a> Shamim Akhtar - Deputy Head Teacher <a href="mailto:Shamim.akhtar@flexiblelearning.org.uk">Shamim.akhtar@flexiblelearning.org.uk</a>  OFSTED: GOOD
Flexible Learning Northfield Hollymoor School 8 Manor Park Grove Birmingham B31 5ER	Mr Zubair Khan Head Teacher <a href="mailto:Zubair@flexiblelearning.org.uk">Zubair@flexiblelearning.org.uk</a> Mobile: Head office 0121 554 7918 <a href="mailto:Info@flexiblelearning.org.uk">Info@flexiblelearning.org.uk</a>  Shamim Akhtar - Deputy Head Teacher <a href="mailto:Shamim.akhtar@flexiblelearning.org.uk">Shamim.akhtar@flexiblelearning.org.uk</a>
St George's Academy Prestbury Road Birmingham B6 6EE	Executive Head Teacher Nicola Hutchinson Head of School Elizabeth Hammond Email: <a href="mailto:info@stgeorgesacademy.org.uk">info@stgeorgesacademy.org.uk</a> 0121 296 2277 Mobile: 07523065961 DSL/Pastoral Lead Nickie Ayling <a href="mailto:nayling@stgeorgesacademy.org.uk">nayling@stgeorgesacademy.org.uk</a> Mobile: 07495077202  Hannah Bowen - DSL <a href="mailto:bowenh@stgeorgesacademy.org.uk">bowenh@stgeorgesacademy.org.uk</a>  Referral forms sent to - <a href="mailto:jduggan@stgeorgesacademy.org.uk">jduggan@stgeorgesacademy.org.uk</a>
Titan Academy Aston 69 Aston North Birmingham B6 4EA	Head of School Daniel Edwards & DSL 0121 696 4800  David Balderstone <a href="mailto:dbalderston@titaneducationtrust.org.uk">dbalderston@titaneducationtrust.org.uk</a>  SEN contact Mr M Tucker 0121 696 4800 <a href="mailto:tuckerm@stgeorgesacademy.org.uk">tuckerm@stgeorgesacademy.org.uk</a>
South & City College Hall Green College Cole Bank Road Birmingham B28 8ES  Bournville College 1 Longbridge Lane Birmingham B31 2TW	Cassey Dockery-Pirouzi 07497 540 719  0121 694 5000  Gurdas Singh Pastoral Pupil Mentor <a href="mailto:gurdas.singh@sccb.ac.uk">gurdas.singh@sccb.ac.uk</a>

[Type here]

Ratified by Governors: 12<sup>th</sup> February 2025

## **Safeguarding**

To ensure the safeguarding of our pupils Holy Trinity will endeavour to have copies of all relevant documents for the provider including:

- Safer Recruitment Policy
- Insurance Certificates
- Child Protection and Safeguarding Policy
- Ofsted report

School will:

- Share information that is in the pupils' best interest to share, around their needs.

Any queries or concerns relating to the information in this document should be directed to the schools Behaviour for Learning Leads or Designated Safeguarding Lead (DSL)

[Type here]

Ratified by Governors: 12<sup>th</sup> February 2025