

End of Placement Policy

Young Epilepsy seeks to demonstrate, through its End of Placement Procedure, that it is fulfilling its stated mission statement “To provide better futures for young lives with epilepsy and associated conditions”

The End of Placement Policy is designed to be used with reference to the Positive Behaviour Support Strategy and takes cognisance of statutory guidance on exclusions from schools issued by the Department for Education (January 2015).

Within this policy and the associated procedure the end of placement can refer to circumstances that prevail in either an education or residential setting.

In all events the ending of a placement will only be considered as a last resort where it is judged that all avenues of positive support to improve behaviour have been exhausted. In all events ending a placement will only be considered when there are serious breaches of Young Epilepsy’s policies or civil law or if allowing the student to remain at Young Epilepsy would be seriously detrimental to the education, welfare or safety of other students or staff.

If there is considered to be a continuing significant risk that a student’s placement might be permanently ended then this should be communicated in writing to the relevant authorities and, as appropriate, the student and their parents, carers or guardians. The placing authority, parents, carers and guardians will be kept informed at all stages.

There are two types of exclusion; fixed term suspension and a permanent end to placement. The organisation may utilise fixed term suspension (where the student is asked to be removed from the campus for a fixed period) up to a maximum of 45 days in one year, or internal suspension (where the student is asked to not partake in certain activities on campus for a period of time). In the event of a permanent ending of placement or a placement breaking down, staff at Young Epilepsy will be proactive in offering help to the relevant authorities, the student and their family to find an alternative placement. This help should include identifying potential alternative placements, providing information to those organisations subject to the relevant information governance requirements, and facilitating assessment meetings with the student.

Where a student’s placement is being ended or suspended temporarily the organisation will ensure this is communicated accurately and in a timely way, that arrangements for transition are in place and that the safety of the student remains the priority at all times.

Timely advice on managing the student's epilepsy, behaviour, educational and care needs will be provided to the student's new placement, subject to the relevant information governance requirements.

This policy is agreed by the Trust Board and will be implemented by the Education department.

Signed:
Carol Long
Chief Executive Officer

Date:
Date of next review: 1st March 2017