# **06Progress visit to Alternative Provision (AP)**

Note that the 07Mid or End of placement evaluation form can be completed during a progress visit (this may then replace some sections below).

With the agreement of the provider and young person, photographs may be taken of work completed to evidence progress in EHCP/LAC reviews/PEPs, for example.

| **Name of Student[[1]](#footnote-1)** |  | **Date of birth** | Click or tap to enter a date. |
| --- | --- | --- | --- |
| **Name of AP** |  | **Date of visit** | Click or tap to enter a date. |
| **Visit completed by** |  | **Time of visit** |  |
| **Role** |  | **Most recent risk assessment seen** | Choose an item. |
| **School Risk Assessment updated** | Choose an item. | **Copy Received** | Choose an item. |
| **Visit procedures** | | | |
| **Was this visit planned or unannounced?** | Choose an item. | **On arrival, was your identity checked?** | Choose an item. |
| **On arrival, were you provided with any safeguarding information?** | Choose an item. | **On arrival, were you provided with any fire evacuation information?** | Choose an item. |
| **On arrival, were you signed in effectively?** | Choose an item. | **Did the site feel safe?** | Choose an item. |
| **Was it easy to identify staff (e.g., uniforms/lanyards)?** | Choose an item. | **Were the young people on site being effectively supported?** | Choose an item. |
| **Is the learner’s risk assessment being followed?** | Choose an item. | **Does the current risk assessment meet need?** | Choose an item. |
| **Is the AP setting communicating well with the school/commissioner on attendance?** | Choose an item. | **Is the AP setting communicating well with the school/commissioner on engagement?** | Choose an item. |
| **Is the AP setting communicating well with the school/commissioner on progress?** | Choose an item. | **Is the AP setting communicating well with the school/commissioner on behaviour?** | Choose an item. |
| **General comments** | ***Provide detail if any of the answers above are ‘no’.***  *Add any other relevant comments/notes following your visit, e.g., safety on site, anything you saw which was done well, anything of concern; did you see any post-16 mixing with school-age pupils? Did you witness any inappropriate behaviour? Was the quality of instruction of a high standard? Was the atmosphere calm and purposeful? etc. (Cell can be expanded)* | | |
| **Placement Objectives** | | | |
| **Original objective** | | **Progress to date** | |
| **1.** | |  | |
| **2.** | |  | |
| **3.** | |  | |
| **Young person’s views on the placement**  *Have you been enjoying the placement?*  *What have you been learning?*  *How has this helped you?*  *What impact has it had on your time in school?*  *What is the most useful thing about this placement?*  *What support do you get here?*  *If you weren’t happy here, do you know who to speak to?* | |  | |
| **Parent/carer views on the placement**  *Is your child enjoying the placement?*  *Have you noticed any changes in your child since starting the placement?*  *Is attending the placement having a positive impact on your child when they are at school?* | |  | |
| **Provider’s view on the placement**  *Does the young person appear to be enjoying the placement?*  *Does the young person fully engage with all activities whilst here?*  *Has there been any change in the behaviour of the young person since attending?*  *How do you manage any behaviour concerns?* | |  | |
| **Identified actions:**  *E.g., Do any of the objectives need revising or changing? Does the risk assessment need updating? Should be placement continue? Should the placement be extended?* | | 1.  2.  3. | |
| **Signed** | | | |
|  | **Name** | **Role** | **Date** |
| **Young person** |  |  |  |
| **AP** |  |  |  |
| **Parent/carer** |  |  |  |
| **School** |  |  |  |

1. Header row repeats so that the student name and DOB appear on all sheets [↑](#footnote-ref-1)