**EDUCATIONAL DIVERSITY**

RESPITE AGREEMENT FORM

**2022/23**

This agreement form is to confirm:-

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Student:**  |  | **Year Group:** |  |
| **DOB:**  |  | **School:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Duration**  | **Start Date** | **End Date** | **Cost** |
| 3 week programme  |  |  | £1800 |
| 6 week programme |  |  | £3600 |

Please note - Additional weeks beyond the initial placement will be charged at £600 per week.

The student will become subsidiary dual registered with Educational Diversity for the period of time whilst on respite. Please record ‘D’s in your register, Educational Diversity will record the present/absence marks, however please ensure you are contacting Educational Diversity daily to check the attendance for the student.

At the end of the respite period the student will return fully to the host school. At the point of leaving you will be sent an attendance print out from the MIS system so that any attendance discrepancies can be dealt with.

***NB -Students attending Educational Diversity for less than a 3 week placement will not be added as a dual roll student, therefore the mainstream school will be responsible for recording the attendance marks.***

**…………………………………………………. Date ………………………..**

**Signed on behalf of school**

**…………………………………………………. Date ………………………..**

**Signed on behalf of Educational Diversity**

**…………………………………………………. Date ………………………..**

**Signed in agreement by parent/carer**

### Please return the fully completed form to

### Michelle Mortimer, Educational Diversity