

Alternative Provision Policy

2026-2027



This policy will be reviewed on an annual cycle

Person responsible for the Policy:	Headteacher and DSL
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. Purpose

This policy outlines the procedures for identifying, commissioning, and monitoring Alternative Provision (AP) to support pupils whose needs cannot be fully met within the mainstream school environment.

Alternative Provision aims to:

- Support pupils at risk of exclusion or disengagement
- Provide tailored education to meet individual needs
- Promote positive behaviour, attendance, and academic outcomes
- Enable reintegration into mainstream school where appropriate

2. Definition of Alternative Provision

Alternative Provision refers to education arranged for pupils outside the school setting, including:

- Pupil Referral Units (PRUs)
- Alternative education providers
- Therapeutic or specialist provision
- Outreach support services

3. Legal Framework

This policy is informed by:

- The Education Act 1996
- Department for Education guidance on Alternative Provision
- Keeping Children Safe in Education (KCSIE)
- SEND Code of Practice (2015)

The school retains responsibility for the safeguarding, attendance, and progress of pupils accessing AP.

4. Principles

At [School Name], we are committed to:

- Inclusion and equal opportunities
- Maintaining high expectations for all pupils
- Using AP as a short-term, targeted intervention where possible
- Ensuring provision is in the best interests of the child

5. Identifying the Need for Alternative Provision

A pupil may be considered for AP if they:

- Are at risk of permanent exclusion
- Have severe behavioural, emotional, or mental health needs
- Are unable to attend school due to medical needs
- Require a more personalised curriculum temporarily

Before considering AP, the school will:

- Implement a graduated response (Assess–Plan–Do–Review)
- Use internal interventions
- Engage parents/carers and external agencies

6. Decision-Making Process

The decision to place a pupil in AP will be made by the Headteacher in consultation with:

- SENCo (Special Educational Needs Coordinator)
- Safeguarding Lead (DSL)
- Parents/carers
- External professionals where appropriate

A written plan will outline:

- The rationale for placement
- Intended outcomes
- Duration and review arrangements

7. Commissioning Alternative Provision

When selecting AP providers, the school will ensure:

- The provider is registered (or meets legal requirements if unregistered)
- Safeguarding policies meet statutory requirements
- Staff are appropriately trained and vetted
- The curriculum is suitable and broad

A Service Level Agreement (SLA) or contract will include:

- Safeguarding arrangements
- Attendance monitoring
- Behaviour expectations
- Reporting procedures

8. Safeguarding Responsibilities

The Local Authority

- The LA will be responsible for:
- Arranging suitable full-time education for pupils who have been permanently excluded from the school, as outlined in section 10 of this policy.
- Arranging suitable full-time education for pupils who would not receive suitable education without alternative provision, e.g. because of illness.
- Ensuring that the alternative education providers used by the school are registered and approved, and that they have the relevant policies in place to cover safeguarding, child protection, and health and safety
- Ensuring that all adults at the provision are cleared to work with pupils, e.g. they have the relevant DBS checks.

Our Headteacher

Our Headteacher will be responsible for:

- Taking overall responsibility of the school's use of alternative provision and the implementation of this policy.
- Reporting on the effectiveness of the implementation of this policy to the Governors.
- Ensuring that budgets for alternative provision are established in due time, approved by the Governors and managed effectively.
- Notifying parents when their child has been directed to alternative provision, as outlined in section 12 of this policy.
- Sharing the relevant information with the chosen alternative provision provider to facilitate the transition from the school to the provider.
- Ensure appropriate risk assessments are in place
- Maintain regular contact with the alternative provision

Our Senior Leadership Team

Our Senior Leadership Team will be responsible for:

- Supporting members of staff with the monitoring and support of alternative curriculum provision.
- Arranging the appointment of the alternative provision lead.
- Continually assess the quality and suitability of providers of alternative education.

The Alternative Provision Lead

- The alternative provision lead will be responsible for:
- Liaising with the relevant members of staff, e.g. the DSL and SENCO, to ensure that the appropriate measures are in place to support pupils in alternative provision.
- Undertaking visits to the alternative provision sites, as requested by the SLT, to review the progress of relevant pupils.
- Deciding on an appropriate course of action, in conjunction with the SLT and Headteacher, if informed by a provider of any serious behavioural incidents involving the school's pupils.

Our Designated Safeguarding Lead (DSL)

Our DSL will be responsible for:

- Ensuring that all alternative providers receive and adhere to the school's Child Protection and Safeguarding Policy
- Ensure the alternative providers Child Protection and Safeguarding Policy is shared with the DSL
- Ensure safeguarding information is shared with the provider this includes Police Safeguarding Reports and Operation Encompass reports; being mindful of any aspects of confidentiality
- Ensure that all and any safeguarding concerns during the time of placement are verbally and electronically shared between DSL's, at both establishments, immediately
- Immediately report any absence at the alternative provision to the allocated social worker if the child is open to a social worker
- Ensure the alternative provision are aware of any involved external agencies and involve the alternative provision in the process, such as Early Help
- Ensure CPOMS or other recording systems are always up to date

Our Attendance Lead

Our Attendance lead will be responsible for:

- Monitoring the attendance of pupils who have been referred to alternative provision and updating the school's records on a daily basis.
- Providing attendance updates to relevant school staff on a daily basis.
- If the child is open to pupil welfare service, ensure the pupil welfare officer is informed

Our SENDCO

Our SENDCO will be responsible for:

- Giving alternative provision providers details of a pupil's SEND, where appropriate, so their placement can be catered to them.
- Assisting in the identification of pupils with SEMH needs and developing appropriate support plans for these pupils, in line with the school's Social, Emotional and Mental Health Policy.
- Assisting in the development of reintegration plans for pupils with SEMH needs.
- Giving alternative provision settings details of a pupil's SEMH needs, where appropriate, so their placement can be catered to them.
- Ensuring any additional support provided by school such as Learning Mentor interventions are shared with the alternative provision

9. Monitoring and Review

The school will monitor:

- Attendance
- Behaviour
- Academic progress
- Wellbeing

Regular reviews (at least every 6–8 weeks) will be held involving:

- School staff

- AP provider
- Parents/carers
- The pupil (where appropriate)

Provision will be adjusted or ceased if it is not meeting agreed outcomes.