

Alternative Provision Reviews (APR)

What an Alternative Provision Review (APR) is, what happens at and after APR meetings and APR forms.

What an Alternative Provision Review (APR) is

An APR is a record of the education plan agreed for a child. It records how the child is doing in education, sets some targets as well as discussing their strengths and challenges. It shows how professionals, the child and family, are working together towards an agreed education goal. An APR includes information about:

- how the young person thinks and feels about education
- How their parent/carer thinks about their education
- the agreed objectives for education
- the progress of the child in alternative provision
- targets to support them, these can be academic as well as personal or social
- their attendance
- support needed to build on strengths and work through challenges
- Next steps following placement e.g. writing or reviewing their reintegration or transition plan

All Children of compulsory school age in Alternative Provision should be frequently monitored against objectives and reviews should be built in. Reviews must be held every 6 weeks but more frequently as a child's transition to their next stage of education starts.

APR meetings

To begin the APR process, the child's school or local authority (LA) officer from the Alternative Provision Team (if they do not have a school) must organise an APR meeting with the child, their parents, health professional or other relevant professionals. The LA officer will arrange for the alternative provider to attend and gather key educational data.

All meetings should be at least 45 minutes and no shorter to enable a thorough review.

The named lead teacher from the child's school must chair the meeting. The APR form is discussed at the meeting following the template format. The LA officer completes the APR form at the meeting. Schools should complete their own records of meetings that may be required as part of any SEN Support plans.

Schools have a responsibility to update the child's Individual Health Care Plan or education plan with any new information throughout the child's time in AP.

Reviews must happen to ensure that we are meeting our responsibilities to children and securing high quality alternative provision (<https://www.gov.uk/schools-guidance-for-medical-needs-pupils> and [https://www.gov.uk/School and LA guidance on arranging high quality alternative provision](https://www.gov.uk/School-and-LA-guidance-on-arranging-high-quality-alternative-provision))

The APR meeting will include the:

- child or young person
- parents or carers
- local authority officer from the Alternative Provision Team
- social worker if there is one
- named lead teacher or someone else from the education setting such as SENDCO
- the alternative provider

Including and hearing the view of the child is essential. If they are unable to attend the most appropriate person should go through the APR form with them and record their views. These will be recorded on the final form by the LA officer.

As the lead professional for the child's education the child's school must be at the meeting. If the child's school cannot attend if the named lead teacher cannot attend, a suitable replacement should be sent who is fully brief and able to make decisions. If they cannot send a replacement, they should reschedule the meeting. The alternative provider delivering education must provide updates on progress in writing or be present at the meeting.

When health services are involved in the child's personal and emotional support and have certified that the child cannot attend full time mainstream education, the relevant health professionals or an appropriate representative should attend. This is so that the network can plan education around as much education as the child's health will allow. Health professionals may not be able to attend every meeting, the child's school should consider their advice in alternative ways so that the child's timetable remains progressive.

The alternative provider must consider the child's baseline assessment, set clear and SMART targets with the pupil well in advance and be prepared to present these at the APR meeting. If the alternative provider is not able to attend the APR form must be completed, shared with pupil and then sent to the local authority Alternative Provision team.

Meetings are held:

- within 6 weeks of a child's start date in alternative provision
- then every 6 weeks after that or
- more frequently to review the progress of a reintegration or transition plan

The timings of meetings as part of a reintegration or transition should be agreed by the network when starting the transition. These shorter meetings should focus on a child's experiences of the transition and support, or adjustments required.

After the APR meeting

The Local Authority Officer from the AP team will email the completed form to attendees, who should do the actions they agreed to. Each professional should monitor actions required within identified timescales.

The child's school should lead on contact with the pupil to support their actions particularly if they did not attend the meeting.

The child's school together with the local authority officer are jointly responsible for tracking actions in advance of the next review meeting.

APR form

A sample copy of the APR form is below

Key placement information:

Pupil Name:

AP objective: Billy to transition from 1-1 tuition to group setting as she was unable to access the larger school setting and she is starting GCSE's, as she is year 10. Then progress to return to her home school if it is an appropriate setting. The timeframe has not yet been agreed as SEN are conducting an EHCNA, which will inform the plan. Billy would like to improve her English language skills.

APR meeting attendee details

Attendees/role:

Date:

Family feedback

<p>Pupil feedback –at meeting, by phone or online survey</p> <p>Prompt: What is going well with tuition? Successes? What could be better? Challenges? Do you know what you are working towards in your subjects? Are you working above or below the targets you have been set?</p>	<p>Parent feedback – at meeting, by phone or online survey</p> <p>Prompt: What's going well What do you think your child would say: feedback via text, email , written, verbal . If child is unable to attend. Do you think your child is making progress? What could be better?</p>
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Pupil Progress Measures:

GDS – Working at greater depth/ EXS –Working at expected standard/WTS- Working toward expected standard/WBS – Working below expected standard

Subject	End of KS4 /KS3 Target	End of KS4/KS4 Target	Initial Assessment grades	Review 1	Review 2	Review 3	Review 4	7 th Review
English Language	GCSE 6	GCSE 8	EXS	WTS	EXS	Choose an item.	Choose an item.	Choose an item.
English Literature	GCSE 2	TBC	WBS	WTS	WTS	Choose an item.	Choose an item.	Choose an item.
Maths	GCSE 3	GCSE 6	EXS	WBS	WBS	Choose an item.	Choose an item.	Choose an item.

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Science	Choose an item.							
ICT	Choose an item.							

Targets:

Subject	Maths	
Target	Previous target Baseline assessment Unmet /Met- Reason if unmet: Pupil in hospital New target: Baseline assessment to be carried out	
Action	Tutor/pupil to review assessment process and prepare and complete School to provide assessments to tutor company CAMHS to confirm pupil is well Ensure pupil has space i.e regular breaks, access to laptop – see reintegration plan	
Evidence expected when achieved	Target and current attainment data received New target following baseline assessment	
Who	By When	
Tutor/pupil/school /parent /CAMHS	02/02/2022	

Subject	English	
Target	Previous target Baseline assessment Unmet /Met- Reason if unmet: Pupil in hospital New target: Baseline assessment to be carried out	
Action		
Evidence expected when achieved		
Who	By When	

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Subject	Science	
Target	Previous target Baseline assessment Unmet /Met- Reason if unmet: Pupil in hospital New target: Baseline assessment to be carried out	
Action		
Evidence expected when achieved		
Who		By When

Subject	ICT	
Target	Previous target Baseline assessment Unmet /Met- Reason if unmet: Pupil in hospital New target: Baseline assessment to be carried out	
Action		
Evidence expected when achieved		
Who		By When

Attendance

Baseline attendance: 50% at point of referral
Current Attendance: 75% improvement Attendance New Target: 85%

Target Not Met: Reasons Child with illness – days missed may prompt a review of the timetable and health advice
Agreed new target: % (Key points of discussion and new target written here)

Strengths and difficulties

Strengths (Including positive aspects to individual, family and wider community and how to build on them)	Difficulties (including challenging aspects to individual, family and wider community and how to work through them)
Any other comments/thoughts:	

Reintegration Plan:

Start date 24/03/2022 – End date -24/06/2022

Detail agreed plan e.g.: Re integration back to mainstream /Preparation for year 11 examinations/Access arrangements for exams/Career advice and guidance to secure post 16 destination/School submitting an EHCNA

Timetable

Please use the guide below and the Pupils IHCP to complete the timetable. Consider :*Days? Time? Hours? Support? Where? Who? Tutor support required. Duration? Seating arrangements. Uniform. CAMHS/Medical /social care guidance other professional support. Is pupil aware and have they contributed ?*

	Day of the week	Lesson Time	Lesson Location	Subject	Teacher	Adjustments	Comment
Week 1 (Date)	Monday	12.30 – 1.30	School site in the pastoral support room	Science & English	Alex and mentor from school	Home visit by school staff or weekly phone call. Seating arrangements	

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	Tuesday	3.30 – 4.30	Basketball club	PSHE	Ms Mentor	Recommendations from specialist assessment (specifically) <i>Adjusted uniform</i> <i>Notices to all staff or to certain staff members</i> <i>FEH Dailey routine support</i> <i>Parent escort to and from school</i> <i>Trusted friend</i> <i>Wraparound support during break and lunch</i>	
Week 2 (Date)							
Week 3 (Date)							
Week 4 (Date)							
Week 5 (Date)							
Week 6 (Date)							
Assessment to be or being carried out							

Date for next review: