**Student Placement Agreement**

**Between *School* and *Provider***

**Enrolment status and responsibility**

***Named school*** students placed for a proportion of a week in **Provider** remain on the roll of ***school*** and ***school’s*** full responsibility for the young person.

**Placement consultation**

***School*** and ***Provider*** will agree course, frequency, duration and cost relative to offer, level of support and proportion of weekly timetable spent at ***provider.*** ***School*** and ***provider*** will discuss pre-placement curriculum planning to ensure that the ***provider*** can meet the needs of the placement.

***School*** will liaise directly with the ***provider*** to finalise interview arrangements.

**Tracking and monitoring**

***School*** will set out the requirement of providers to:

* report daily attendance to the named person at ***school***
* return half-termly tracking information and termly written reports to ***school*** in the format required by them by the deadline set
* attend termly student progress review meetings with a  ***school*** representative
* attend multi-agency meetings necessary for the young person

***School*** will maintain the overview of the placement and multi-agency support

**Finance**

***Provider*** will invoice ***school*** for the cost of the placement termly at the mid-term point of the term or in line with school financial planning and arrangements.

***Provider*** Signature Date

***School*** Signature Date