

Frequently Asked Questions

Q: Can I choose a school?

A: The parent or carer, and the pupil will be consulted and this will be discussed by a representative from IYFA when contact is made. The final decision will be made by the Secondary Placement Panel. All individual circumstances will be considered to ensure the pupil's needs are met.

Q: Will I be informed which school the Secondary Placement Panel have chosen?

A: Yes. You will also be invited to attend an induction meeting at the school.

Q: How will a supported placement benefit my child?

A: Additional support and interventions, depending on need, can be provided for a young person going through the process.

Q: What happens at an induction meeting?

A: You will be invited with your child. A representative from IYFA will also attend. This is a formal meeting to discuss the expectations for your child. You can raise any concerns at this meeting. If there are any concerns that may make the placement less likely to be successful a plan of action can be put in place.

Q: Will I be entitled to help with uniform and transport?

A: If you receive certain benefits and the new school is more than 2 miles away from home, your child will be entitled to a free bus pass. If the new school is more than 3 miles away from home you will automatically qualify.

Q: What happens if the placement breaks down?

A: The Secondary Placement Panel will discuss the placement breakdown and will agree an alternative pathway for your child. This may involve another mainstream setting or a placement in Alternative Provision.

For more information, please contact:
In Year Fair Access IYFA@derby.gov.uk



Supported Place

A guide for parents and carers

In Year Fair Access
Secondary Schools

What is a Supported Placement?

A pupil may require a Supported Placement if:

- A pupil is new to the city and there is a history of fractured education.
- A pupil is returning to a mainstream setting from Elective Home Education.
- A pupil is ready to integrate back into a mainstream setting following a period in a Pupil Referral Unit or Alternative Provision.

Purpose

To support pupils who are considered vulnerable or may need additional support when going through normal admissions procedures.

Step by Step guide

- Application received - If the information on the application form meets the triggers for a Supported Placement, then the parent or carer are advised of the next steps and procedures. This is usually done by the Local Authority Admissions Team, who will start the process of gathering additional information to ensure that all relevant factors are considered. The parent or carer wishes are taken into consideration.
- Application is presented to the Secondary Placement Panel Meetings take place twice a month and consist of 3 Secondary Head Teachers and representatives from the Local Authority.
- Contact will be made by an Advisor— This would usually be a representative from IYFA, either on a home visit, by telephone or at the new school. This visit may occur before or after the Secondary Placement Panel meet.
- School approached with application— It can take up to 10 school days for the induction meeting to be arranged and a start date to be provided. After this, the 12-week settlement period will begin.

- Induction Meeting - The parent or carer, and the pupil will visit the new school, supported by a representative from IYFA.
- Reviews—There will be at least two review meetings during the 12 weeks. The parent or carer and the pupil will attend, supported by a representative from IYFA. Reviews are usually held after 6 and 12 weeks in placement, but timings may vary, and interim reviews may be arranged if needed.
- After the 12-week period, if the placement is successful, the pupil will be confirmed on the new school roll.