



# Quality Assurance of Alternative Provision

**Organisation:**

**Commissioned for (Lots):**

**Contact:**

**Undertaken by**

**Position:**

**Date:**

**Context:**

<b>Registration Status</b>	
<b>No of pupils currently accessing</b>	
<b>No of places available</b>	
<b>No of FT pupils attending (+ 17 hrs)</b>	
<b>No of FT EHC pupils attending (+17hrs)</b>	
<b>No of FT LAC pupils attending (+ 17hrs)</b>	

**Outcome**

**Follow Up Actions**

Provides a safe, stable and caring environment which supports each Learner's educational and social development, please detail how you achieve this.		
Evidence seen	YES	NO
Comment:		
Please state whether you have a Bullying and Harassment Policy and outline your monitoring and evaluation processes. The rights of an individual are clear, bullying is treated as unacceptable behaviour and incidents are reported and followed up		
Evidence seen	YES	NO
Comment:		
There is an explicit code of conduct to be followed by learners which is signed by them or parent/carer.		
Evidence seen	YES	NO
Comment:		
Has a policy and procedures to promote appropriate attitudes towards gender, race, sexual orientation and religious belief		
Evidence seen	YES	NO
Comment:		
Has is an up to date safeguarding policy in place and a designated safeguarding lead. Staff and learners know who this is.		
Evidence seen	YES	NO
Comment:		

A whistle-blowing policy is in place and known/acted upon		
Evidence seen		
Comment:		
The organisation actively promotes the elimination of inappropriate use of nicotine, alcohol and drugs		
Evidence seen	YES	NO
Comment:		
Please state whether you have a policy for dealing with Compliments and Complaints and outline your monitoring and evaluation processes.		
Evidence seen	YES	NO
Comment:		

Please confirm your approach to GDPR regulations and outline your data protection and security systems and confirm you have notified the Information Commissioner's Office that you process personal information.		
Evidence seen	YES	NO
Comment:		

Has your organisation been subject to an Ofsted Inspection if so please state date and Grades awarded.		
Evidence seen	YES	NO
Comment:		
You employ sufficient persons appropriately qualified to successfully deliver the required standards of education, health and care. Including CPD.		
Evidence seen	YES	NO
Comment:		
There is a Designated first aider on site and appropriate procedures in place. An emergency telephone number for a named member of staff is available for the full duration of the time a learner is on the premises		
Evidence seen	YES	NO
Comment:		
Attendance and punctuality of learners is monitored. Where learners are attending off site provision for part of the day And are absent from school such absence is reported immediately to the provider through an agreed system		
Evidence seen	YES	NO
Comment:		

How do you engage with potential employers to secure progression opportunities for those looking for employment? What IAG/Careers advise to you provide?

Evidence seen	YES	NO
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Comment:

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Please outline your quality assurance and self-assessment processes. Please detail any quality awards, recognitions, standards, certificates, etc your organisation holds. Details of external verification processes. What is the process of observation and assessment and assessment of teaching/

Evidence seen	YES	NO
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Comment:

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Records of attainments, achievements and qualifications are kept. This includes assessment against short term targets

Evidence seen	YES	NO
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Comment:

Are lesson plans and schemes of work in place? Is the learner aware of expectations?

Evidence seen	YES	NO
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Comment:

How do you ensure learners SEND needs are met?		
Evidence seen	YES	NO
Comment:		
Appropriate health and safety policy/procedures are in place. Risk assessments are undertaken as appropriate and effectively monitored and evaluated.		
Evidence seen	YES	NO
Comment:		
Self-evaluation of individual learner performance is undertaken and encouraged and helps identify personal targets		
Evidence seen	YES	NO
Comment:		