

## ALTERNATIVE PROVISION GLOSSARY OF TERMS

Term	Description
1 <sup>st</sup> Day Provision	DfE recommend that for children in care and those with a social worker AP placement is made from day 1.
6 <sup>th</sup> day provision	When a child is permanently excluded the excluding school has a duty to provide work for the first 5 days and then the Local Authority have a statutory duty to provide a full-time education from the 6th day. <i>NB - This also applies to when a child has been suspended from their school for over 5 days. The school have a duty to arrange and fund the provision from day 6.</i>
Alternative Provision (AP)	Alternative provision (AP) is an umbrella term which refers to any provider that supports children and young people who are unable to access mainstream school for reasons including school exclusion, behavioural issues, or illness. This includes pupil referral units (known in Gloucestershire as Alternative Provision Schools) and hospital education but can also include other providers and services such as Bridge Training, Prospects Training, outdoor education, and mentoring services.
Alternative Provision School	A registered school which provides an alternative education provision, in Gloucestershire this includes local authority maintained schools (GFAPS and SVAPS) and independent schools such as Abbey View.
Attendance	Children's attendance at an educational establishment.
Child in Care (CiC) Protocol	The purpose of this protocol is to prevent permanent exclusions of Children in Care in Gloucestershire mainstream and special schools; it provides an alternative to permanent exclusions. This protocol seeks to ensure a multi-agency approach to meeting the social, emotional, and behavioural needs of these pupils. This protocol is now part of the GCC Exclusions Guide for head teachers. The aim is for a child to start as soon as possible but the statutory requirement is 6 days. This is the same for all children but for CiC the agreement is to prioritise the child starting as soon as notified. More information can be found here - <a href="https://www.gloucestershire.gov.uk/exclusions-schoolsnet">Exclusions - Schoolsnet (gloucestershire.gov.uk)</a>
Commissioned Places	Places at APS that have been commissioned by the LA and as such are fully funded by the LA. For Example, children who have been permanently excluded, Children in Care, Children Missing Education and Exceptional Circumstances.
Dual registered	Children who attend AP on a partnership place will still be on roll at their mainstream school and therefore are dual registered at 2 schools. This may also be the case for some exceptional circumstances where the aim is always to return to their school.
Early Help Offer <i>(Please note this should not be confused with the Early Help and Targeted</i>	Early Help is <b>providing support to children, young people and their families as soon as issues start to arise</b> . When a child, young person or the family need some extra support, Early Help is often the first response offered by those services in contact with them. Every school should have an early help offer. <a href="#">DfE Early Help System Guide</a> Pg7 - <i>Early Help is the total support that</i>

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Support Service in Gloucestershire)	<i>improves a family's resilience and outcomes or reduces the chance of a problem getting worse.</i>
Early intervention	A child centred approach to understanding and responding to barriers to education and/or underlying causes which may put a child at risk of exclusion.
EHCP assessment	The Assessment process for children to be awarded an Education Health and Care Plan.
Electively Home Educated	Children whose parents have taken full responsibility of their child's education and are being educated at home. Sometimes referred to as Home Schooling and not to be confused with Home School (see below).
Exceptional circumstances	In exceptional circumstances and where it is in the best interest of the child a fully commissioned place may be considered by the LA though the Exceptional Circumstances Panel. For example, a child on the edge of care and on the graduated pathway who is at high risk of exclusion.
Fair Access Panel	The Fair Access Panel is a panel of head teachers who consider school allocation for children; in reaching its decision the panel considers the needs of the child, the views of the school/s concerned and parental preference.
Fair Access Protocol	FAP is a mechanism to ensure that vulnerable children, and those who are having difficulty securing a school place in year are allocated a place as quickly as possible. For permanently excluded children in alternative provision this is used to support their transition into mainstream. <a href="#">Fair Access Protocol</a>
Full-time placement	All pupils of compulsory school age are entitled to a full-time education (25 hours).
GDM (Governor Disciplinary Meeting)	A locally used term to describe the <b>legal process</b> required of school governors to ratify or overturn the head teacher's decision to permanently exclude. The governing board must convene a meeting to consider reinstatement within 15 days of receiving notice of the exclusion.
GFAPS	Gloucester and Forest Alternative Provision School.
Graduated Pathway (My Plan or My Plan+)	Gloucestershire's Early Help assessment and planning process which provides support to practitioners working with children, young people, and families. Applying a graduated approach (assess-plan-do-review) aims to ensure the right level of support at the right time.
Home school	In Gloucestershire, this is commonly known as a child's mainstream school and refers to the school at which a child is registered. This should not be confused with Home Schooling which is a parent's active choice to educate their child at home.
In reach work (e.g., group work)	Where a child accesses Alternative Provision for a specific activity for a specific amount of time, e.g., Space to Shine.
Intervention	Something that is put in place to support specific needs of a child.

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Mainstream schools	A school that is neither - Private, Special or Alternative provision. A mainstream school could be either an LA maintained school, a Diocese School, or an Academy school.
Match Funded Partnership Places	A short-term placement at Alternative Provision (AP) which is commissioned by a mainstream school and match funded by the LA, i.e., the LA pay for 50% of the placement for up to a maximum of 18 weeks (referral criteria applies).
Missing education	A child who is missing education will be struggling to access an educational setting, or the education setting is not known. There are different terms for this: - 1) <i>Children missing education - CME</i> - are children of compulsory school age who are not registered pupils at a school and are not receiving suitable education otherwise than at a school. (P.5. Children Missing Education - <a href="#">Children Missing Education</a> ) 2) <i>Pupils missing out on education</i> - are those on roll but not attending or not able to attend.
Off-site Direction	When a governing board of a maintained school requires a pupil to attend another education setting to improve their behaviour. Off-site direction should be used to arrange time-limited placements at an AP or another mainstream school, where interventions or targeted support have not been successful in improving a pupil's behaviour. This has to be regularly reviewed by the governing board.
Other Partnership Places	GFAPS and SVAPS may also be able offer partnership places or packages, that do not meet the match funded criteria, to mainstream schools. These placements are fully funded by the referring school. For example, a Yr. 11 student who has not been permanently excluded but will benefit from completing their education in AP.
Outreach work	Where AP staff support staff and/or children in their mainstream school, or at a local venue or satellite centre.
Part-time placement	A placement that does not take up a full 25-hour week, for example, this might be where a child at risk of exclusion is on a support package and attends 2 or 3 days a week.
Part-time timetable	All pupils of compulsory school age are entitled to a full-time education. In very exceptional circumstances there may be a need for a temporary part time timetable to meet a pupil's individual needs. For example, where a medical condition prevents a pupil from attending full time education and a part time timetable is considered as part of the re-integration package.
Permanent Exclusion	When a pupil is permanently excluded and barred from the school premises. Only the head teacher has the power to make this decision.
Pupil Referral Unit (PRU)	Pupil Referral Units are a Local Authority school that caters for children who have been permanently excluded or who are not able to access a mainstream school place. (GFAPs and SVAPs are both registered PRU's)

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Referrals	The process which the LA and schools go through to access support from Alternative Provision. Referrals are made electronically through a system called JADU.
Specialist Setting (previously known as Special School)	Schools that are specifically for children with EHCP that can provide a comprehensive support around specific needs.
Statutory duty	Something that is written in statute and law.
Suspension (previously known as a fixed term exclusions)	When a pupil is barred from the school for a fixed amount of time (including exclusions during lunchtime).
SVAPS	Severn Valley Alternative Provision School.