Managing Alternative Provision Placements

A12

Pupil Census 2023/24

Mandatory for All Schools excluding Nursery Schools

Definition of an alternative provision placement

AP is full or part-time education arranged by:
Local authorities, either directly or working with schools, for pupils who because of permanent exclusion, illness or other reasons, would not otherwise receive suitable education
OR
Schools for pupils to improve their behaviour off-site, or during a suspension

AP is **not** an out of school activity arranged in addition to a full-time education. This includes activities arranged for recreational purposes or for SEN support.

AP is **not** an educational home learning resources provided by a school for the pupils at home.

AP settings provide education for pupils who do not go to a mainstream or special school full time.

AP education often takes place at a PRU, AP academy or free school, but placements can also be arranged in another mainstream or independent school that provides AP, or in an educational setting that is not registered with DfE.

Schools that have not arranged any placements during the collection periods do not need to record and submit any information.

Term	Alternative Placement Collection periods
Autumn Census 2023	All open placements and those that ended between 18th May 2023 and 4th October 2023 (inclusive)
Spring Census 2024	All open placements and those that ended between 5th October 2023 and 17th January 2024 (inclusive)
Summer Census 2024	All open placements and those that ended between 18th January 2024 and 15th May 2024 (inclusive)

Who should submit Alternative Provision Placement data:

Registration arrangements for AP, and types of placements, are variable. The following examples specify who should submit the information in the most common scenarios.

Example 1
If a mainstream or special school has arranged an AP placement, then they should record and return the data items for this placement.
If the school has arranged multiple AP placements for the same pupil, then they should submit information about each placement separately.

Example 2
If the local authority has arranged an AP placement and the pupil remains on the roll of the school which is responsible for their main education, then that school should submit the placement information. This includes instances where local authorities have arranged additional provision for pupils due to medical conditions or as stated on their Education, Health and Care Plan. (EHCP)

Example 3
If a pupil is single registered at a PRU or AP school which arranges additional off-site AP with another provider, then the PRU or AP school that arranged the additional AP placement should submit the placement information.

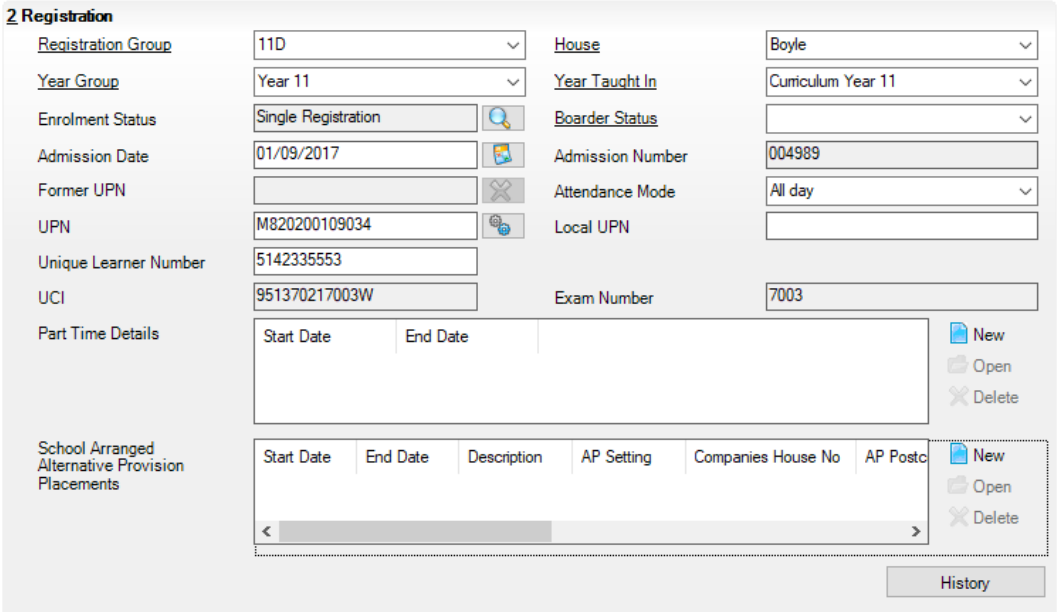
Alternative provision data will be collected for pupils both **on** and **off roll** who have been placed in AP within the relevant census collection periods.
If single registered pupils at your school have attended more than one AP placement, then a new record should be recorded for each placement separately. This includes multiple placements with the same AP provider. Only data for the most recent AP placement will be collected in the census return.

AP placements that are taking place on census day as well as previous placements where the pupil has left the AP placement still within the census period will also be collected.

For more information about Alternative provision, please refer to the DfE guidance https://www.gov.uk/government/publications/alternative-provision.

Alternative provision placements arranged by schools

Pupil / Student record – Registration Panel – School Arranged Alternative Provision Placements.



Select **New** and enter a Start Date and End Date if appropriate. If the placement is still taking place on census day, leave the end date field blank. You can enter a description if desired.

Alternative Provision Placement Setting Type
Specify **one** of the AP setting types from the following 3 options:

1. URN
Record and submit the unique reference number (URN), where available, of the establishment within which the AP placement has been arranged.
If the provider does not appear on the GIAS website, you should leave this field blank.

2. UKPRN
If the establishment does not have a URN, then record the UK provider register number (UKPRN) of the establishment within which the AP placement has been arranged. The UK Register of Learning Providers provides details of UKPRNs.
If the provider does not have a UKPRN, you should leave this field blank.

3. Alternative provision placement type of setting
The placement type of setting should be selected where the placement has neither a URN nor a UKPRN. An example could be that the establishment is not a school or a registered further education institution.
Allowable values are:

- Non-maintained further education provision
- One-on-one tuition
- Other unregistered provider
- Work-based placement

Where type of setting is completed, the URN and UKPRN must be blank. If the URN or UKPRN are completed, the type of setting must remain blank.

Where the type of setting is included, because the provider does not have a URN or UKPRN, then a Companies House company number and the setting's postcode must also be included.

Alternative provision placement Companies House company number
The Companies House company number for the setting in which the pupil has taken up an alternative provision placement.
This data item is only required for placements where neither a URN nor UKPRN are available and an 'AP setting type' has been recorded.

Alternative provision placement postcode
This data item is only required for placements where neither a URN nor UKPRN are available and an 'AP setting type' has been recorded.

Placement reason
Record the primary reason why the AP was arranged by your school.

Example: If an AP placement has been arranged for a pupil who has a mental or physical health need, but the pupil has also been suspended, then the primary reason for the placement would be the suspension which led to the arrangement of the AP placement.

This table below provides examples of reasons for AP placement to help schools select the most appropriate category.

Reason for placement	Possible examples
Off-site placement for behavioural support	The pupil has been directed off-site to an AP to address ongoing behavioural concerns
Medical condition (mental health need)	The placement is primarily intended to address a recognised mental health need
Medical condition (physical health need)	The placement is primarily intended to address a recognised physical health need
Suspension	The pupil has been suspended by a school and has been placed in AP
Permanent exclusion *(where still going through the review process)*	The pupil has been permanently excluded and the permanent exclusion is being reviewed. The pupil remains on the roll of the school that has excluded them and has been placed in AP until the permanent exclusion review process has been completed.
Other	Only use this option in cases where none of the other reasons are applicable.

Alternative Provision Placement Attendance Pattern
Record the pupil's attendance pattern at the alternative provision provider. If the attendance pattern has changed during the placement, only submit information on the most recent placement.

Select either **Full-Time** or **Part Time**.

If a pupil is in Part-Time provision, for example, attending fewer than 10 sessions a week in the AP placement, then record the number of sessions the pupil is expected to attend per week. A session is either a morning or afternoon in school.

The pupil's SEN status on the date of entry of the placement will automatically be included in the census file.

The pupil's SEN status on the date on the date the placement ended will also automatically be included in the census file.

Alternative provision placements arranged by PRU and AP schools

If your PRU or AP school has arranged placements in other AP settings for single registered these pupils, then you should also complete the alternative provision placements arranged by schools for each of these placements.

Alternative provision data will be collected for pupils both **on** and **off roll** who have been placed in other AP settings within the relevant census collection periods.
If single registered pupils at your school have attended more than one other AP placement, then a new record should be recorded for each placement separately. This includes multiple placements with the same AP provider. Only data for the most recent AP placement will be collected in the census return.

Other AP placements that are taking place on census day as well as previous placements where the pupil has left the AP placement still within the census period will also be collected.

Data fields collected in the census:

URN of previous school
Record the URN (unique reference number) of the establishment that the pupil attended prior to becoming single-registered at your school. You can find the URN on the (GIAS) website.
If no URN is available, for example because the pupil has recently moved to England from abroad, leave the URN field blank.

Alternative provision reason
Record the primary reason why the pupil was placed in alternative provision.

Example: If a pupil that has been placed in AP has a mental or physical health need, but has also been permanently excluded, the primary reason for the placement would be the permanent exclusion which led to the arrangement of the AP placement.
This table provides examples of reasons for AP placements to help schools select the most appropriate category.

Reason for placement	Possible examples
Setting named on EHC plan	The AP placement is specified in the pupil's EHC plan
Medical condition (mental health need)	The placement is primarily intended to address a recognised mental health need
Medical condition (physical health need)	The placement is primarily intended to address a recognised physical health need
New arrival without a school place	The pupil has recently moved from another local authority or jurisdiction and has been temporarily placed by the local authority in the AP until they can be registered in another school
Returning to state education from elective home education	The pupil is returning from a period of elective home education and has been placed by the local authority in the AP
Awaiting an appropriate special school place	A place in a special school is specified in the pupil's EHC plan but there are currently no places available in the special school. The pupil is temporarily placed by the local authority in AP until a place becomes available in the special school
Permanent exclusion	The local authority has arranged the AP placement following the permanent exclusion of the pupil from another school
Other	Only use this option in cases where none of the other reasons are applicable.

Alternative provision SEN provision on entry
Record and submit the pupil's SEN provision on the date of entry to your school.