

1) General Information around Managed Moves

A) What is a managed move? A managed move is a *voluntary* agreement between schools, parents/carers and a pupil, for that pupil to change school or educational programme under controlled circumstances. Managed moves are often used as an alternative to permanent exclusion; the result is that no exclusion is formally logged on the pupil's school record.

A managed move is different to the power of a maintained school to direct a pupil off-site for the improvement of their behaviour. This is a particular power given to maintained schools under *section 29(3) Education Act 2002* and is strictly time-limited. It is important that you clarify with the school the legal basis under which they are proposing that a child is sent to another premises for their education.

A managed move can only be with the consent of all of those involved, whereas direction off-site under *section 29(3)* can be done without the consent of the parents.

B) When might a managed move be appropriate? A managed move may be suitable in the following situations:

- where a pupil refuses to attend their current school;
- where a pupil is at risk of permanent exclusion from their current school;
- where a pupil is posing a risk to the welfare of others at their current school;
- where a pupil has Special Educational Needs (SEND), not EHCP and is not making progress at their current school or the school is unable to meet the pupil's needs.

C) What educational provision might a managed move involve?

A transfer to a new school or college with an amended learning programme; part-time attendance at the current school, with an individual learning and therapeutic programme elsewhere.

D) What is a deferred managed move? A school can implement a deferred move, where the move only takes place if the pupil does not keep to their side of an agreement. The plan should be clear about what the pupil is expected to do and the consequences of not sticking to the agreement.

E) What is the process for deciding a managed move? As managed moves are voluntary agreements, there is no statutory scheme governing their use and no governmental guidance on how the process should work. However, best practice suggests that there should be a number of clear stages as detailed below:

- The school appoints a facilitator to oversee a managed move agreement.
- The headteacher informs parents or carers in writing of the situation and proposal for a managed move.
- The facilitator and headteacher discuss options and alternatives for the pupil involved.
- The facilitator contacts other schools or Pupil Referral Units which might be suitable and parent/carers can input into this process.
- The facilitator holds a meeting with parent/carers to explain the situation and options.
- The school hosts a managed move meeting. This should be attended by a representative of the school, the pupil and his or her family, any member of the school harmed by the pupil's behaviour and the facilitator responsible for the move.
- The managed move agreement should be drawn up and agreed to by all parties.

F) What might be included in a managed move agreement? The managed move agreement should include:

- key information such as: when it will begin, where it will be and what the next steps will be;
- an individual education plan/ My Support Plan for the pupil where appropriate;
- the named person responsible for implementing the agreement;
- incentives and goals for achievements under the agreement.

G) What are the advantages to a managed move? There may be the following advantages to agreeing to a managed move:

- A managed move may be a viable alternative to a permanent exclusion, because the focus is on a fresh start for the pupil and providing support and services to the pupil in their new educational placement or programme.
- Both of the schools, the parents and carers and the pupils are fully involved in the process and must agree before the managed move goes ahead.
- A managed move can ensure a transition with minimal disruption to a child's education and without the need to go down the appeals route against a permanent exclusion.
- It is important that parents and pupils are fully informed before consenting to a managed move; if you are unsure, you should seek advice on this.

2) Agreed guidance around Managed Moves within Kirklees

General:

- A school can transfer a pupil to another school – a process called a 'managed move' - if they have the agreement of everyone involved, including the parents and the admission authority for the new school.
- A managed move is a *voluntary* agreement between schools, parents/carers and a pupil, for that pupil to change school or educational programme under controlled circumstances.
- Managed moves are often used as an alternative to permanent exclusion; the result is that no exclusion is formally logged on the pupil's school record.
- It may not be in a child's best interest to move schools in year therefore the home school/academy is always requested to liaise with the parent/carer of the pupil seeking a new school/academy to discuss concerns and BACs are encouraged to discuss if a managed move may be more appropriate in these circumstances if this is agreed by parent/carer.
- The BACs view managed moves as an important strategy in attempting to reduce exclusion (including permanent) and in generally supporting inclusive practice.
- Schools recognise that those students who may be subject to a managed move are likely to be already experiencing difficulties.
- Managed moves will generally occur directly between schools within Kirklees but may also occur from REACH Academy with the agreement of all parties. It is likely that the receiving school will be supported in an outreach capacity by staff from REACH Academy.
- **Financial arrangements – Where a managed move is successful, the referring school will pass on the following funding to the receiving school (% of AWPU, PP funding).**
- A managed move is likely to be not be appropriate in the following circumstances: Education and Health Care Plan (EHCP), Child Looked After status (CLA), Child Protection/ Child in Need unless agreed by the professionals working with the child.

Referral:

- A managed move must be agreed by a Headteacher/Principal of both the referring and receiving school.
- The referring school will complete the appropriate paperwork which will be signed off by both Headteachers and the senior member of staff with delegated responsibility.
- The Headteacher/Principal may delegate responsibility for attending the initial and review meeting to another senior member of staff.

Communication/ Information Sharing:

- All schools within the Kirklees BACs will share information around managed moves with Kirklees (ins and outs) so that there can be an overview which will become part of a school's contextual information at Fair Access.
- It is the responsibility of the referring school to provide key information about the student reflecting academic and wider information. This information is essential to the success of a managed move.
- Academic information could include: Current and predicted levels of attainment, attitude to learning, curriculum followed.
- Wider information could include: Those with parental responsibility and arrangements around travel/ collection, exclusions/ behaviour, Special educational needs information and/or plans, Safeguarding stage/ information, CLA status, FSM6 funding, attendance and punctuality, risk assessments and medical information.
- At a review meeting it is the responsibility of the receiving school to provide an overview of progress: Academic attainment/progress, attendance and punctuality, behaviour, other achievements and/or issues.
- Communication between the schools during the managed move is important and will need to occur where there is a significant deterioration which puts the placement at risk, absence from school, safeguarding issues.
- The receiving school will RAG the child's placement at each BACs meeting.
- The BAC will pay regard to GDPR and will sign up annually to an information sharing agreement to ensure procedures are in line with DfE guidance.

Duration of a Managed Move:

- The advised length of time for a managed move will be 6-8 school weeks (not including school holidays) with the following meetings having taken place (Initial planning meeting, review meeting, final review meeting). If there is an extension the overall duration will not exceed 12 school weeks.

References:

- Child Law Advice - <https://childlawadvice.org.uk/information-pages/managed-moves/>
- Pupil Referral Service - <http://www.pupilreferralservice.co.uk/supported-moves>

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