



## Managed Moves Information for Parents

Sometimes it may be appropriate for your child to change schools, for example to avoid the risk of a pupil being permanently excluded. This type of transfer is called a **Managed Move**.

A Managed Move takes place over a ten-week trial period in a new school, and if it is successful, the pupil goes on roll at the new school and comes off the roll of the previous school

**Before a Managed Move** can take place, everyone concerned must agree to it: you, your child, the head teacher of the original school (home school) and the head teacher of the new school (host school).

**A Managed Move Agreement should be drawn up and signed by all concerned.** This will set out detailed plans for the success of the move (including attendance, curriculum and timetabling arrangements, transport and uniform) and will make it clear who is responsible for your child's education, the exact start date, the date the trial period will be completed, and the link teachers at both schools.

**Parental co-operation and support are vital to successful Managed Moves, but the actual arrangements need to be agreed between the home school and the host school with your full agreement.**

You and your child will need to attend Managed Move meetings and Review meetings and you are encouraged to do all you can to support your child during the trial period of ten weeks and beyond, if your child is taken on roll at the host school.

A Reintegration Officer will monitor the move.

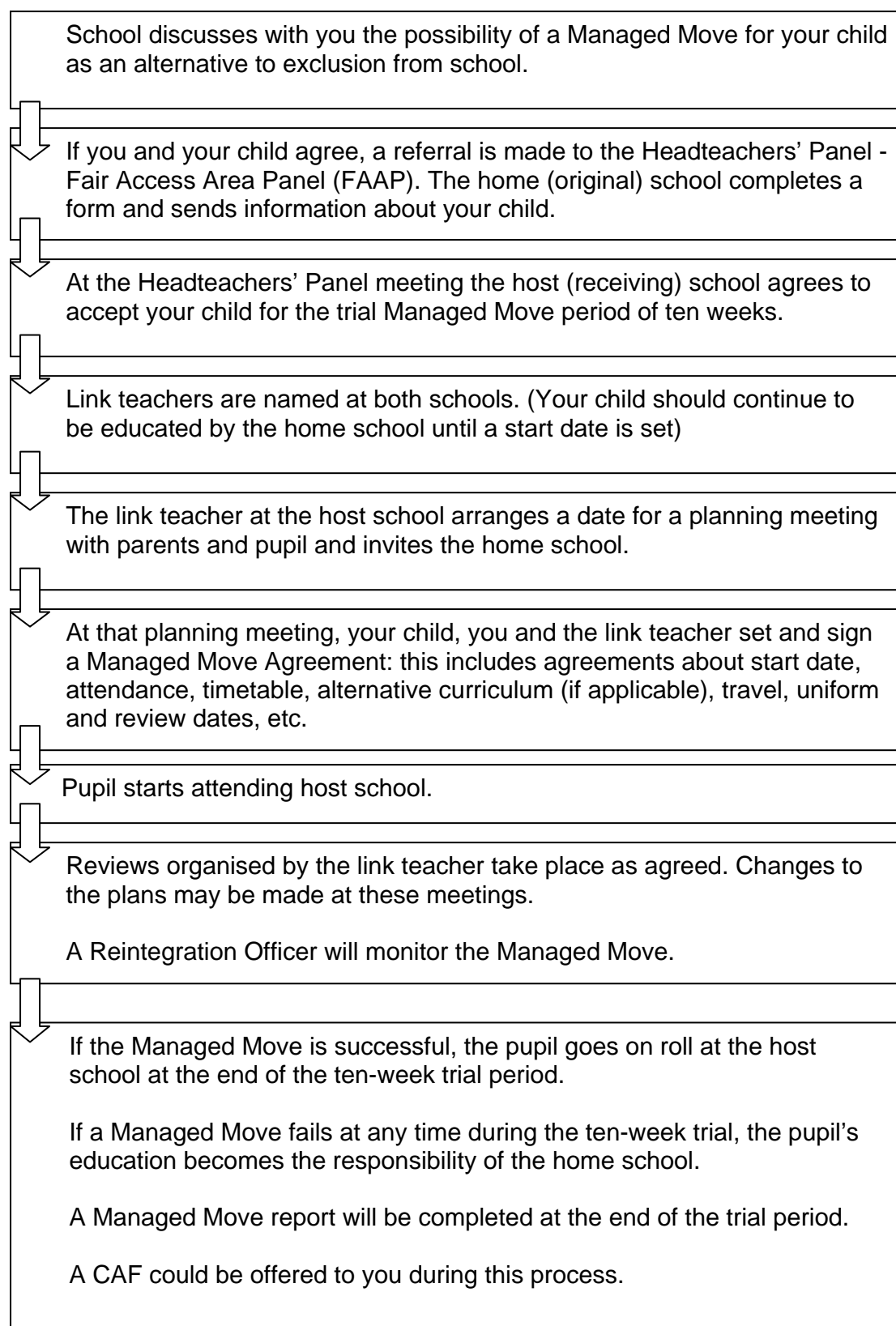
A Managed Move report will need to be completed at the end of the trial period.

A CAF could be offered to support you and your child in getting any extra help you need.

### **What is a CAF (Common Assessment Framework)?**

A CAF is a way of working with children, young people and their families. It helps you and the people working with you to make sure that you have the right services when you need them. The CAF will mean that you don't have to go to different places to ask for help or answer the same question again and again and you will get the help and support when you need it.

## **Managed Moves- A Guide**



**In agreeing to a Managed Move, it is your responsibility to ensure that your child regularly attends the educational provision made for him or her by either the home or host school.**