**Questions or comments for consideration for Practice Placement Standards**

Enter notes into this document and at end tidy it up as a support document for Working Group. The group can also use it to capture other notes and score off etc as completed, deleted, rejected, replaced etc

This group will want to consider if process will work, how it will be able to link in with different Educational Providers processes that must be adhered to.

Are the templates ok or do they need adding to or deleting from?

Are we happy with the key messages being sent?

Does this work link/align with the work of Supervisor Learning working group and Approval Standards working group.

**Page Query/comment/suggestion/Activity**

Front cover Do we want to create an area on i-develop?

Agree title of document? Is co-owned resource pack the right approach? Some comments already:

* Not sure about the title. How much do we want this to be a ‘resource’ to opt in/out of and how much are we saying it’s the ‘method’ (not the right word but you know what I mean!) to undertake placements?

Could we consider changing title of document to something like Practice Placement Guide Resource or Benchmarks?

Co-owned by whom? Endorsement?

I like the notion of benchmarks, we would need to be clear that Students would be expected to benchmark against the competencies though – explore if there is a way to link to QAA Benchmarks?

We want to move to Student CLD Practitioner and keep “Learner” as the constituents the Student CLD Practitioners are working with. Need to add both to terminology when agreed.

Pages 2-4 need to be worked on separately at a later date

See notes on Standard v Guidelines when discussing terminology

 Student CLD practitioners? Learners is a term that is widely used to identify the

 beneficiaries of CLD practice.

5 Are these the messages we want to give?

 Some QAA Benchmark information to strengthen this area?

 Ensure Approval Standards include use of this pack

6 To be reviewed and added/deleted/amended as appropriate

 The student CLD practitioner will be expected to support learners and groups in

 their normal practice. If we are determining terminology we need to be clear

 what we mean, in this context, the term learners should not be

 interchangeable….thoughts….?

 Should we make all resources templates. Work sheet sounds too directed

 Need to update resources on this area once complete.

7 Use this area to explain set up of document – coloured rectangles represent

 who is involved where etc

Like the idea that all information for Pre during and post are in one area as it would minimise the risk of people only looking at their ‘own’ section,

 Keep the 3 checklists but review content?

 Are there links to QAA we could use in this part

 Review the Placement take many forms list – “new Normal” it?

 See new quotes captured for member newsletter in August. Enter into page 9

10 Agree on how this pack will be referred to and amend name as and where required.

 IS there anything else needed on this page?

 Any links to QAA Benchmarks?

 What online portfolio systems are the unis and colleges using? Could we tap into them for the online version of this and then it might make sharing the docs easier? Poss not for supervisors to access though unless they can be given permissions (Dundee used to do this, not sure if they still do)

Section 2 who does what-

 Include flowchart here? This needs to be created

11 If we are moving to templates reference to worksheets will need to be removed

12 All resources to be added here or referred to in the resource section?

 Consider if the red, black and blue/purple triangles are needed

13 Consider if resource in link is useful or does it need amending or can it be scrapped?

 Would it be a better model to create a standard that representative from CLD Standards Council be engaged to action as many of these areas as possible? Consistent message then received by all students and CLDSC has opportunity to engage with students early in their career. Win Win?

 There is a standard around Placement providers do we need a template for data sharing between Educational provider, placement provider and CLDSC?

 Co-ordinate the placement…..What templates is this referring too

 Other areas to consider:

 Contract agreed by Student, Educ Provider and Placement supervisor.

 Which template could this be included in?

 Checklist for things such as Competent practitioners, CLDSC and all that goes

 with that, Values and Principles, code of ethics etc research your placement

 provider (target audience?)

 Could we have a set of standard items and links to them e.g. competent

 practitioner framework, (new) code of ethics resource, e-reader (!) etc. We could

 then add placement specific checklist items that they need to source like

 Community Plan etc etc.

 Template for Student and practice supervisor to consider. Do they need to refer

 back to Education Provider

 Can we create 1 version but give links to each provider for specific information?

 What do providers have in place just now? Is there anything we could include to

 support them and make the link back to Educational Provider

 Once we have supervisor learning that is what will go in there.

 Create a contract – build a template for people to use

 Add template for this, including checking of PVG etc

14 need to work with other working groups to agree timescale and roll out of different documents to try to ensure we have right message at right time

 Review /finalise Templates 1, 2, 3 and 4

 Some other thoughts already identified to consider:

 Can we get clever and make this an online resource? Moodle platform

 Yes, but we’d need Ed Technologist support – I’m not that good yet! ;-) So some

 budget would be required.

 Does this need updating/replaced by other templates

 Create templates for these and each educational provider can add their specific

 information as required. Template will be the basic to meet a Standard!

 Is it possible for CLDSC to set up an area of support for all Practice Supervisors to

 sign up to and include all the templates? May become obsolete once supervisor

 learning is created or it may just adapt to suit the new material

 Yes. I’m thinking about having online Badges available for Practice Supervisor

 training. We could think about a badge for completing the online training and

 then possibly other badges for undertaking ongoing PL in relation to supervision –

 this area of support could be part of the evidence for that……. Just ideas just now

 but would like to talk through.

 Template needs to ensure the tutor knows about this guide and the templates available

 to them. This should help supervisors understand their role until supervisor learning can

 be created

 Could CLDSC create something to support this and ensure a consistent message

 Could we include this either in the Standards for Approval and then support it

 with a CLDSC led seminar maybe twice per year for all institutions? Online.

 Would need to think about format/content.

 Is there a need to create a supervisor database to support all of this work and

 assist in maintaining standards?

15 DURING PLACEMENT

 Look at the templates required for this page

 Do similar review to section 4

 Consider establishment of a Placement opportunities data base identify YW, CD, Adult or CLD – this will help with the 2nd context standard. IT will give CLDSC a link to practice placement providers in order to support educational providers. This could widen the net of what practice placement opportunities are available. Practice Placement providers raise their profile. CLDSC has better stats to provide to ministers to gain support for CLD Sector

17 Similar approach to page 15 required

 Sign post to i-develop, CLDSC registration and renewal and PL Commitment

 Consider what evaluation/feedback would be useful and create Smart Surveys to be used.

 Guidelines template to pass/fail

 Does resource in link need to be updated? Should this be incorporated into Template 2?

18 Do we want to keep feedback here or should we enter into each and every template/document?

19 Any work required on this?

20 Any work required on this?

21 Any work required on this?

 SB to think about any documents needed to support working group

Consider if docs should be templates or Resources????!!!!

Look at templates created:

1 – Welcome

2 – Before taking a Student CLD Practitioner on Placement

3 – Prep for student

4 – Contract of learning

5 - During placement

Are there any other templates required?

Create process flow chart