



Placement Agreement

Placement agreement:

The practice education of Health and Social Care students is a partnership between students, university staff and placement areas. This agreement outlines the expectations and responsibilities of all those involved.

The underlying principles will be that all individuals will be treated with courtesy and respect and to be treated as a valued member of the wider multi-disciplinary team. Any issues regarding an individual's safety are raised and escalated as per policy.

Students have the right to expect:

- A practice placement to be conducive to meeting learning needs, commensurate with their level of competency and programme outcomes in order to achieve the NMC learning outcomes for progression and registration
- To be assessed where appropriate for reasonable adjustments for professional practice
- For all placements to have a current audit to ensure a quality learning environment
- 4 weeks' notice of placement allocation
- Access to a placement profile and a named contact person
- An approach to practice learning which is flexible, collaborative and responsive to students' individual learning needs
- An induction and a welcome pack, which includes orientation to the department and/or organisation, plus access to relevant policies and procedures
- To have a named supervisor at the start of the placement
- Mentors/supervisors as recognised by the Nursing and Midwifery Council (NMC) will have an approved teaching and assessing qualification and will be included on the live register of mentors. All mentors in final placement areas will have been prepared as 'Sign-Off' mentors in line with NMC standards
- To have an initial interview within the first week of the placement focusing on their individual learning needs and on the opportunities available in the placement setting
- To have a mid-point and final interview scheduled at an appropriate time during their placement
- To receive constructive feedback on progress at the initial, midpoint and final meeting and as required
- The protection of their supernumerary status as per NMC guidance
- Access to evidence based resources



Student responsibilities:

- To conduct themselves in a professional manner as defined by the NMC and in keeping with practice placement policies
- To contact the placement provider to which they have been allocated at least 2 weeks prior to the start of the placement
- To experience the 24 hour shift pattern and the continuum of care over a 7 day week (including bank holidays. With an expectation that each student will undertake night duty on each clinical placement as able and in keeping with the practice areas normal working arrangements
- To dress professionally according to the **university practice dress code / placement provider policy** and in a manner that promotes a professional image and meets health and safety and infection control requirements
- To commit to learning and development and actively seek out learning opportunities in negotiation with their mentor
- To ensure that their on-going achievement record (OAR) is available during every shift and that it is completed at agreed intervals throughout the placement
- To disclose any specific access needs relevant to placement planning at the earliest opportunity and to participate in an access planning meeting which aims to meet particular needs
- To contact the nursing practice support email and notify their academic personal tutor / coach in practice if experiencing problems whilst on placement
- To constructively evaluate their placement with appropriate and transparent action being taken in response to their feedback
- To report sickness and absence in the with the absence policy and to ensure absence is reported to the nursing practice absence email and placement area

Practice educators / mentors in practice have a right to expect:

- Regular communication with the university to discuss programme structures, assessment procedures and evaluation of placements
- A named university link for the students field of study
- 6 weeks notification of student placement information
- Students to conduct and present themselves in a professional manner as defined by the NMC code and in keeping with practice placement policies
- Students to provide their assessment documentation (OAR) on request
- Students to undertake their role as a learner in accordance with their level of competency level and in adherence to the relevant university and practice placement policies and procedures
- Students to make an appropriate contribution to the care of service users in order to meet their negotiated learning needs and programme/module outcomes



- Students to be flexible in using available learning opportunities to experience 24 hour care provision as appropriate to individual placements

The university and academic staff have a right to expect:

- Academic and clinical based colleagues to work in partnership to enhance the student and service user and carer experience
- Mentors/supervisors have been adequately prepared for the role
- Students disclose any specific access needs relevant to placement planning at the earliest opportunity, and to participate in an access planning meeting well in advance of placement allocation (i.e. more than 6 weeks prior to the placement start date)
- Mentors/supervisors to liaise with the named coach in practice regarding the progress of students on placement and to notify university staff regarding concerns about a student's progress

