MENTOR/PRACTICE TEACHER RAISES CAUSES FOR CONCERN

CONTACT
PEF/PE and PEL

MEETING
with Student / Mentor and member of Practice Learning team to devise Action Plan.
PEF / PEL to complete Cause for Concern Summary Sheet.

PROGRESS REVIEWED AND DOCUMENTED
as per Action Plan

If Student achieves goals set, the Cause for Concern is complete.
If Cause for Concern unresolved, a Development Plan will be devised by Personal Tutor. Student awarded a Fail grade.

STUDENT RAISES CONCERN
Mentoring / Professionalism Standard of Practice

If the CAUSE FOR CONCERN relates to SERIOUS MISCONDUCT or PATIENT / STUDENT SAFETY
Senior Lecturer for Practice Learning to be contacted and the Student will be removed from practice.
Mentor to document.
Following this meeting, the Student may be referred to Fitness to Practice or Non-academic Misconduct.

Child Protection or Vulnerable Adult issue, discuss with practice team who will alert Senior Lecturer in Practice Learning.
Other issues - discuss with practice team.

MEETING
with Student + relevant others*
Practice team member to co-ordinate.

CONCERN RESOLVED
No further action.

CONCERN UNRESOLVED
Further action.

Senior Lecturer in Practice Learning advised + informs Programme Leader / Course Leader + relevant others*

PLACEMENT
Additional support for student and placement from practice team.
Possible placement change.

* Relevant others – in the case of HNC students, contact to be made by PEF with staff within the FE institution concerned.