



# **INTERVENTION POLICY 2019-2020**

**Effective Date: April 2017**

**Last Reviewed: June 2019**

**Reviewed by: Miss K Hayward**

**Next Review Date: July 2020**

## **Rationale**

There may be occasions when additional opportunities are offered to students to enhance their ability to meet, and exceed their target grades. Where this activity is additional to normal provision, it is deemed to be “intervention” and falls under the policies and procedures set out below.

## **Policy**

Staff participation in intervention activities is voluntary and, therefore, only takes place by agreement. Activities may be proposed by the school or by staff at the school and, if deemed to be appropriate and effective by the Principal, will be allowed to proceed.

The dates and duration of the intervention activities will be agreed and payment will be claimed by the staff delivering the activity. Staff to complete a timesheet using the set amount agreed.

## **Procedures**

1. The intervention activity is agreed between the Executive Principal and the staff delivering the activity. Dates are co-ordinated to avoid clashes for students and staff.
2. Letters are sent home, outlining the programme and asking for consent for students to participate.
3. A register for the intervention is compiled from the consent slips and a final decision about viability is made.
4. Appropriate supervision is put in place ensuring that the staff member delivering the intervention is supported by one other staff member and that appropriate staff/student ratios are maintained.
5. A member of senior staff should be present to support the activity. The member of senior staff may provide the function of a second member of staff in some situations.
6. First Aid arrangements should be secured and added to the register of attendees. First Aid may be provided by staff or, in the absence of a qualified person, the Sports Centre may be approached for first aid support. For some activities it may be preferable to have a first aider with the intervention group rather than relying on remote support.
7. Students arriving for intervention should sign in at the main school reception and should sign out when they leave the site.
8. The senior member of staff on duty should ensure all students have left the site at the end of the intervention session and that the site is secure.