



Education Strategy Group

Darlington Alternative Education Framework

Quality Assurance

6. Lunchtimes and Breaks Protocol

Responsibilities

Schools have a duty of care for students during the school day, including lunchtimes. Although there is no common practice in Darlington in relation to lunchtime arrangements, it is commonplace nationally for many Key Stage 4 students to be allowed off-site.

Students who are being educated at an alternative provider will be subject to the rules of that provider. If the provider normally allows KS4 students off site at lunchtimes, permission will need to be sought from parents (Appendix 1). Copies of the parental consent form must be kept securely by the alternative education provider. If parental permission is not granted, the provider will be responsible for lunchtime supervision of the learner.

The home school will be responsible for informing the provider of any issues relating to vulnerable students who should be supervised by the provider at lunchtimes and breaks.

Free School Meals

- The home school will inform the provider of learner eligibility for FSM.
- Administration of free school meals (FSM) is the responsibility of the alternative education provider.
- An invoice for free school meals provided by the provider will be submitted to the home school on a termly basis.

(This protocol is one within a series of protocols and should not be considered isolation. Protocols may be reviewed and subject to change)



Appendix 1

Parent / Carer Consent Form

Off-site Arrangements for Alternative Provision

I hereby consent / do not consent (delete as appropriate) for my son / daughter (name) _____ to leave the host provider's premises at lunchtimes and or breaktimes. I accept responsibility for them at these times and understand that it is my son's / daughter's responsibility to return on time for the afternoon session. I agree that this consent will cover the academic year _____. If I wish to withdraw my consent I will contact the host provider.

The lunchtime period is from _____ to _____

Signed _____ (Parent / Carer)

Print name _____ Date _____

This form should be returned to:
