

LEARNING LINKS

THE LEARNING LINKS REALLY USEFUL PLACEMENT PLANNER

This document can be used to help you plan your Learning Links placement in discussion with your placement partner or line manager.

The planner is filled with prompts and questions that will help you to think through the practicalities of your placement and how you can fit it into your normal workload. It can also help think about your budget and make sure you have considered timescales and milestones.

We hope you will find this a really useful tool!

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PLANNING A PLACEMENT

1A – PROJECT PLANNING

This placement planner can help you and your partner plan your Learning Links placement and consider issues that may arise. This grid has been filled with some questions and prompts to get you started. Brief notes / bullet points are fine.

Aims & Objectives of placement – what do you hope to achieve?

The Self Assessment Framework can help you to consider specific outcomes for yourself and your partner.

You may want to focus on:

- Effective communication and engagement
- Child and young person development
- Safeguarding and promoting the welfare of the child
- Supporting transitions
- Integrated working
- Information sharing

Things to think about

1B

This grid has been filled with some questions and prompts to help you plan your Learning Links placement

Placement activity – what are you going to do?

- How will you use your time with your partner?
- What part of the collections are you going to use?
- How will you document your placement?
- How will you involve children & young people in your placement?

Things to think about

- Is the project achievable?
- Are you clear of both partners' roles and responsibilities?

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1C

This grid has been filled with some questions and prompts to help you plan your Learning Links placement

Resource production & pilot – what are you thinking of producing and how are you going to test it?

- Are you going to produce a resource?
- What format is best for your audience?
- How will this affect your budget?

Things to think about

- How will you capture the results of the pilot?
- Do you have any necessary risk assessment or photo release forms for the pilot?
- Is the publicity method effective for the target audience?

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1D

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Sustainability – what will happen after your Learning Links placement?

- Is this partnership sustainable?
- How will both partners build on the relationships developed during the placement?
- How will the placement impact on the professional / personal practice of both partners?

Things to think about

- Do both partners feel that sustaining a partnership would be beneficial?

1E

This grid has been filled with some questions and prompts to help you plan your Learning Links placement

End of placement – how are you going to tell us what happened?

- Produce end of project evaluation (framework will be provided by MLA)
- Collate documentation of the placement – ensure you have signed permissions to use any images or film footage
- Claim grant funding from MLA (grant claim form will be provided by MLA)

Things to think about

- Have you captured both partners' learning journey in the final report?
- How are you going to share your experiences from your Learning Links placement across your organisations?