

Offsite Direction (OSD) / Managed Move (MM) Flowchart

HOME School considering OSD
could seek further advice from
NW AIP. **Clarify OSD options**
See Protocol for Options

**A Managed Move follows an
Offsite Direction**
Red cases are known in the
North West as
Immediate Managed Moves
(Headteacher level)

Required action:

Home School

To complete
NW E-Passport for
Red and **Amber** cases

School Discussion

Home and Host to discuss possible
Offsite Direction and inform the
AIP prior to arranging the meeting

Required action:

AIP

RED cases: AIP Project
Director must be alerted.
Decisions for these cases are
held between Headteachers
as it will involve a permanent
move to another school
(unless it's a Year II OSD)

Red – Deemed as PEX
avoidance/Immediate
managed move (FAP credit
issued) i.e. placed on new
school roll - Intense support
(HEADS DECISION)

Amber – Offsite Direction
Break cycle/fresh start with
chance to improve behaviour.
Evidence of progression
shared during meetings.

Offsite Direction meeting

AIP to attend

- Home/Host/AIP/YP/Parent
- Home school to complete
**Offsite agreement form and
NARPs**
- Copies given to Host school
and AIP
- Areas of need to be confirmed

Red – If agreed, initial home visit
and up to two weekly visits in
school visits throughout process

Amber – weekly school visits
throughout process, attend review
meetings

Green – No longer applicable

Successful

Return to School or MM

Young person placed on
Host school roll or returns
to Home School
(objective met)

(AIP outreach visits for up to 2-week
period then case closed).
Possibility for continuation of support

Review Meeting

First review at 4 weeks (NARPs)

Final review at 8 weeks

Final review to include updated NARP's
Final decision re placement based on
'OSD options'

Unsuccessful

Re-inclusion meeting at Home
school with AIP support.
Consultation re next steps (if
applicable) within 2 weeks.
Explore continuation of AIP
support

Year 6 or II OSD previously known as Managed Transfers
(**Year 6 & II only**) please follow the same process as above. Please also note
that AIP visits will be occasional with scheduled reviews throughout the
remainder of the academic year (case dependant)

NB: A child can be 'directed' to offsite provision whether that be mainstream school or AP
Parent/carers cannot be forced into accepting a Managed Move
Further guidance re Offsite direction and Managed Moves can be found:
Pg 20-22 of the DfE Suspension & Permanent Exclusion guidance 2023

Other possibilities

E.I.M, Therapist, 1:1
Local AIP Provision
External Alternative Provision
Cluster
Virtual School
SEMH SENIT
Possible referral to SEMH
Panel
(see guidance)

