Student Practice Learning Evaluation Process

Sheffield Hallam University

Final Week of placement – email sent to student inviting them to evaluate their practice learning experience by 1 week post-placement

Student evaluations completed on SHU link

Evaluations stored in restricted access folders on university intranet

Placement Leads review evaluations and record a written response where a negative response or adverse comment has been made

Placement Lead/Tutor and Placement Provider agree Action Plan(s) to develop good practice and/or address any issues attracting a negative response or adverse comments.

Placement provider Placement Coordinator is informed of agreed actions and developments

Audit updated to include Action Plans with agreed dates for review and completion of Action Points

Placement Lead/ Tutor/Academic Advisor meets student to discuss evaluation and Action Plan

Information from student evaluations is shared with the Course Management Team to inform

- curriculum development
- student preparation for Placement learning
- practice educator/ supervisor training, updates and briefings

Evaluations, documented responses and Action Plans are made accessible to Placement Providers individually via login access to SHU internal drive.

Placement Lead/Tutor and Placement Provider review Action Plans at agreed review date and update/sign off actions

Review of Student evaluations and Action Plans is reported to Director of Placement Learning in Placement Lead's biannual reports

Auditors review Action Plans and outcomes during Placement Educational Audit and update/sign off actions

Inappropriate use of evaluation process by student is referred to CMT for action

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