|  |  |
| --- | --- |
| ***PLANNING THE CONTENT***  ***of an industry placement*** | |
| **Student’s name:** |  |
| **Student’s industry placement role:** |  |
| **Provider organisation:** |  |
| **Student’s line manager:** |  |
| **Employer organisation:** |  |
| **Total industry placement hours:** |  |

Use this tool to plan and schedule the projects and tasks that the student will do during their placement. The tool is set out so that you can structure the industry placements as projects, roles or broader activities with associated tasks. The aim is to create a structured industry placement that provides a meaningful experience both for the student and for your organisation.

The **Selecting relevant and appropriate industry placement projects** **and tasks** tool, includes examples of the sort of work students could do, although you have flexibility to design projects and tasks that suit your organisation.

**The total hours for the industry placement, including all projects and activities, induction, reviews or training should add up to at least 315 hours.**

| ***Role*** | ***Start date*** | ***End date*** | ***Total hours*** |
| --- | --- | --- | --- |
|  |  |  |  |

**The day to day tasks and activities to be carried out**

| ***Hours*** | ***Location*** | ***Line Managed / Supervised by*** | ***Tasks*** | ***Learning goals***  *(your T Level provider can advise how placement tasks will link to the student’s course)* |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Overview of the project or projects that the student will support**

|  |
| --- |
|  |

| ***Hours*** | ***Location*** | ***Line Managed / Supervised by*** | ***Project Milestones*** | ***Learning goals***  *(your T Level provider can advise how placement tasks will link to the student’s course)* |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |