

Guidance for Placement Providers - Agile Working

This guidance is based on the Agile Working Guidance produced by Sheffield Hallam University and is adapted with permission from Sheffield Hallam University.

1. Students of the University of Hull's Faculty of Health Sciences which incorporates various disciplines including nursing, social care, ODP, clinical psychology and midwifery are all required to complete at least one period of placement learning during their course/programme.
2. Increasingly, these placements are taking place within organisations that expect some or all staff to work according to 'agile working' principles. (CIPD, 2014). A key principle of agile working is it allows organisations to be more flexible and responsive to their service users/customers, and changing socio-economic environments.
3. Among other principles, agile working incorporates: flexible work location, workspaces and working hours. The flexibility of location, workspace and working hours are the three aspects likely to have the greatest implications for University of Hull students on placement. This is because agile working may include very limited time spent at a base/hub in the organisation, with the employee working from home or at the service user's/client's home or elsewhere, remotely from the employing organisation.
4. Employees' homes will normally be risk assessed in relation to the individual employee's work, but it will not be suitable for a student on placement to work alongside their mentor/supervisor/practice educator in the mentor/supervisor/practice educator's private residence. Nor will it be appropriate for the student to enter the service user/client's home independently of their mentor/supervisor/practice educator, unless this is part of an agreed learning/action plan for the student.
5. The University of Hull will need to advise students to abide by the placement provider's Agile Working Policy. To this end, the University of Hull will need to negotiate inclusion of specific guidance for students on placement to be included in organisational Agile Working policies and guidance with placement providers.
6. Introduction and explanation to students as part of placement induction and orientation; this should include advising students of emergency contact number/alternative contact details; the

application of principles of client/service user confidentiality where agile working is practiced, including the importance of non-disclosure of identifiable information in public spaces; and, if necessary, students should be advised to have in place the appropriate car insurance (i.e. insurance that allows for work-related travel) if students are expected to use their own vehicle.

7. Where it is appropriate, students should be provided with their individual agile working work plan. Student's mentor/practice supervisor/practice assessor/practice educator must have details of where the student will be working at all times of the working day within this agile working work plan.
8. NB: the University of Hull Policies already include guidance on Lone Working, Equality and Diversity and Consent and Confidentiality.

References

Chartered Institute of Personnel and Development (CIPD) (2014) HR: getting smart about agile working available at: https://www.cipd.co.uk/Images/hr-getting-smart-agile-working_2014_tcm18-14105.pdf accessed on [12.12.16].