

Guideline for Absences from Supernumerary Clinical Placement due to Adverse Weather Conditions

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Approving Authority:	Local Joint Working Group				
Responsibility :	Head of Department of Nursing, Midwifery and Health Studies				
Consultation undertaken:	Professional Standards Partnership Committee				
Supporting documents, procedures & forms of this policy:	None				
Reference(s)					
Expiry Date of Policy (if applicable)					
Audience:	Nursing and Midwifery Students				
Category:	Clinical Placement Guideline				

Version Control	Date Effective	Approved By	Amendment(s)
1	January 2013	Local Joint Working Group	• None

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2	January 2017	Local Joint Working Group	<ul style="list-style-type: none">• None

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All students must complete 90% attendance on clinical placement in order to have their mandatory workbook assessments completed. If a student does not meet the 90% attendance requirement this time will have to be repaid regardless of the circumstances.

All students will be required to meet the An Bord Altranais Standards and Requirements for clinical instruction, therefore any time missed from specialist areas will have to be repaid regardless of the circumstances.

In the event of adverse weather conditions, when a student cannot travel to clinical placement the following actions must be taken by the student;

1. The student must contact the relevant clinical site to inform them that they will not be attending due to the adverse weather.
2. The student must also contact the Allocations Officer in DKIT (by telephone or e-mail) to inform them of their absence. On return to college the student must submit a letter with their workbook and portfolio providing details of their absence on the designated submission date.
3. The final decision to grant this leave will be made by the Head of Department in consultation with the relevant Nurse/Midwifery Practice Development team members.
4. The Head of Department will formally communicate the decision to the student and relevant Nurse/Midwifery Practice Development Teams.
5. If leave is granted, this time will not have to be made up by the student.

Please Note that if a student

- Fails to meet the 90% attendance requirement for achievement of a workbook.
- Is absent from a specialist placement

This leave will not be granted and the student will have to make up this time (refer to guidelines for make up time).