**BA3 100 day placement 2023/4**

<https://practiceplacements.leeds.ac.uk/social-work/>

**Important dates**

**PLACEMENT DATES**

12th September 2023 to Approximately 13th Feb 2024, subject to 100 days being completed (this time period includes 10 days holiday and bank holidays)

Please note that you are required to use your holiday entitlement during the Christmas closures 22 December 2023 to 1 January 2024 for non-bank holidays.

**HAND IN DATES**

**Interim Report**

Practice Educator – please send an electronic copy to the Practice Placement Unit next working day after the Interim meeting. 🖂 [placements@healthcare.leeds.ac.uk](mailto:placements@healthcare.leeds.ac.uk)

**Portfolio**

Student hand in Portfolio to Practice Educator 14 days before your final day.

Portfolio due into the University on final day.

**Final Report**

Practice Educator – please email an electronic copy to the Practice Placement Unit by the next working day after the final day. 🖂 [placements@healthcare.leeds.ac.uk](mailto:placements@healthcare.leeds.ac.uk)

Student - signed copy due in with the Portfolio on Final Day

**Practice Educator Placement Evaluation Form (QAPL)**

Practice Educator – please complete online asap after the placement has ended. 🖂 [placements@healthcare.leeds.ac.uk](mailto:placements@healthcare.leeds.ac.uk)

**Professional Practice Assignment**

3000 word essay due in to University on March 5th 2024

**Recall Days** (during placement and **count** as placement days)

Friday 20-10-23 Placement Progress / Portfolio / Reflection

Friday 17-11-23 Placement Progress / Dissertation

Friday 19-01-24 Employment Form and interview / ASYE / Registration Process/ Essay