LEEDS BECKETT UNIVERSITY
SCHOOL OF HEALTH

Allocation Process for
BSc (Hons) and MSc (Pre-Registration) Occupational Therapy

Details of required placements/trawl sent out to trusts

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Trusts to return placement offers to the Practice Learning Team

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Practice Learning Team to send details of the offers to the Placement Coordinator to allocate students

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Practice Learning Team advises trusts whether they have been allocated a student and once we know all placements are good to go, we release these details to students via placement system InPlace

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Educators who have been allocated a student are sent a confirmation email by the Practice Learning Team with details of their allocated student and an electronic copy of the handbook

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Student check placement details on InPlace as this lists the placement name and emails and make contact with the Placement Trust Coordinator and Educator via email for further details of their placement.

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Students begin their placement journey!