



Placement students archived FAQs

What are the flexible arrangements for Part I activity in 2021/22 and what is substantive and supplementary activity?

Loughborough University has introduced additional flexibility for Part I activity this year due to the challenges we know you may be facing. However, you are strongly encouraged to undertake 45 weeks of placement activity where possible. The principles outlined below apply for 2021/22 activity:

Part I activity for 2021/22 will be considered either substantive or supplementary in nature. 'Substantive activity' is of a quality and level which would traditionally be approved as a placement or study abroad activity. 'Supplementary activity' is relevant and useful activity either identified by the student or by the University as part of this framework to 'top-up' the substantive element but which may not normally be acceptable.

Core principles

- Allow maximum flexibility for students to engage with Part I activity whilst meeting statutory requirements.
- Apply the principles of Loughborough University [Regulation XI](#) where 45 weeks of total substantive or combined activity (or the DIntS equivalent) is still the initial aim.
- In order to achieve the Part I award (DIS, DPS or DIntS), students need to complete at least 35 weeks of total activity, which must include a minimum of 25 weeks of substantive placement activity, or at least one semester of study abroad. The remaining weeks must be completed by undertaking supplementary activities, or further substantive activity.
- The expectation is that there will be some activity undertaken in both Semester 1 and Semester 2.

I have secured a 2021/22 work placement outside of the UK; will it go ahead?

You will need to check this with the host organisation. However, please bear in mind they may not know yet and may need to contact you at a later date. You may be asked to work remotely for some or all of the placement. If you have secured a placement with an organisation outside of the UK, the University may be able to approve the activity dependent on the specific circumstances including whether remote working is feasible, Foreign and Commonwealth Office travel advice, satisfactory completion of a risk assessment and your individual circumstances (e.g. your country of residence). No overseas travel should be undertaken without the approval of your [School Placement Team](#).

Your [School Placement Team](#) will support you to consider alternative options or with any concerns you have about the impact on your placement year.

I am considering undertaking a work placement in 2021/22 – what should I do?

We encourage students to continue searching for appropriate opportunities, acknowledging this may be challenging given the developing situation. Non-Tier 4 visa students (Tier 4 students please see FAQ below) still have until 30 November 2021 to find a placement and many organisations are still recruiting. Likewise, you still have time to secure study abroad activity. Please note that should you wish to return to your studies at Loughborough University for 2021/22 rather than undertake a placement or study abroad, then you will need inform your School by 30 September 2021 at the latest in order that you can undertake your insurance module choices.

It is, however, important to note that, depending on how the current situation with Covid-19 develops, some placements or study abroad activity may not be able to commence, or the start date may be delayed. Your [School Placement Team](#) or [Study Exchange Co-ordinator](#) will be able to support you with this, and Loughborough University will work to ensure that as far as possible no student is disadvantaged in relation to their Diploma award due to the Covid-19 pandemic.

I am concerned that I will not be able to complete 45 weeks of work placement activity in 2021/22 – what should I do?

You are strongly encouraged to undertake 45 weeks of placement activity where possible. However, in these exceptional circumstances, completion of a minimum 25 weeks of activity alongside additional academic or other work based activity will be sufficient. The University will work to ensure that as far as possible no student is disadvantaged in relation to their placement diploma due to the Covid-19 pandemic.

I'm on placement and have been instructed to homework – what should I do?

If you have been instructed to work away from your usual placement location by your placement host, please ensure that you update your placement record on [Co-Tutor](#) to indicate this and update your student contact address. If you have any difficulties with this, please contact your [School Placement Team](#).

Can I still travel overseas as part of my placement role e.g. business trip?

An appropriate risk assessment must be undertaken prior to the travel being undertaken by your [School Placement Team](#) in order to approve the travel.

What should I do if I need to self-isolate or test positive for Coronavirus?

Ensure that you follow UK government guidance or local guidance in the country you are in as appropriate, the links below may be useful;

- [GOV.UK – Coronavirus \(COVID-19\)](#)
- [Foreign travel advice](#)

Please contact your [School Placement Team](#) or [School/Departmental Exchange Co-ordinator](#) indicating,

- why you are self-isolating and/or whether you have tested positive for the virus
- when you started self-isolating or tested positive
- where you are located
- If you require any support

I'm based overseas and I have a medical emergency – what should I do?

In the event of an emergency whilst travelling, contact Global Response (University Insurers) for advice and assistance on Tel: +44 (0) 2920 662425 or via E-mail: UMAL@global-response.co.uk using Reference: UMAL/T092

Contact Global Response **before** incurring any substantial medical expenses or being admitted as an inpatient at any hospital, clinic or nursing home. Do not arrange repatriation without the prior approval of Global Response.

If you are covered by your own or your placement host's travel and medical insurance and not the University's, then you will need to contact them for assistance. Please also contact [School Placement Team](#) or [School/Departmental Exchange Co-ordinator](#) as soon as you are able to.

I have a question that isn't answered here - who should I contact?

Please contact your [School Placement Team](#) or [School/Departmental Exchange Co-ordinator](#) as appropriate.

What is the position on travel insurance for LU approved placement / study exchanges?

Further information is available: TBC