Spoke Placement: SUMMATIVE LEARNING RECORD

This document is for use by Students and Mentors / Supervisors in a ‘Spoke’ area. It is designed to help focus student activity upon identified learning outcomes that may be addressed away from the Hub placement.

It should be used where a student wishes to provide evidence for Summative Assessment of a learning outcome(s) whilst in a Spoke area and should be presented to the named Hub Mentor as part of the formative or summative assessment interview. This document should then be retained in the student’s portfolio alongside other written evidence of learning and achievement and the main Assessment of Practice document.

Advice for Students:
Before commencing each ‘Spoke’ placement, please discuss with your named Hub placement mentor the potential learning outcome(s) you will focus upon within the Spoke placement. This should then be agreed on your arrival in the Spoke area with your supervisor and ‘evidence’ collated of your achievement whilst there. You should then share this with your named mentor on your return to your main hub placement.

Advice for Spoke Placement Mentor / Supervisors:
Please discuss identified learning outcome(s) with your student on the first day of the Spoke Placement and agree the relevant activity and ‘evidence of achievement’ to be generated. On completion of the Spoke placement please review this evidence and comment upon the student’s achievements whilst placed with you. Please also identify any future learning activity that the student might benefit from in their Hub or future placement areas.

PLEASE NOTE any practice concerns arising in the Spoke placement must be communicated to the named mentor.

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Intake &amp; Module of study:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Named Hub Mentor:</td>
<td>Hub placement area:</td>
</tr>
<tr>
<td>Spoke Mentor:</td>
<td>Spoke placement area:</td>
</tr>
<tr>
<td>Date(s) of Spoke Placement:</td>
<td>Hours worked:</td>
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</tbody>
</table>

PLEASE NOTE students are expected to demonstrate the same professional regard and behaviour in Spoke placement settings as in the main Hub placement as outlined below.

Expectations of Students:
- Please ensure you have accessed any available ‘Welcome Pack’ or ‘Information Packs’ for each ‘Spoke’ area.
- Students should adhere to the NMC ‘Student Code of Conduct’ 3rd Edition
- Students should comply with Trust / University policies and guidelines. For Example:
  - Punctual attendance
  - Adherence to Trust uniform policy.
  - Maintain a professional attitude at all times
  - Confidentiality, respect, privacy and sensitivity to the needs of others
  - Actively participate in your time with each ‘Spoke’ area, show willingness, use your initiative and display commitment.
Identified Learning Outcome(s): please identify here any learning outcome(s) from within the Assessment of Practice document which will be addressed within the Spoke placement area

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Student Signature: ___________________________ Date: ____________

Spoke Mentor / Supervisor Signature: ___________________________ Date: ____________

Student Summary of Evidence: please note here evidence of achievement relating to the learning outcome(s) identified above

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Feedback from Spoke Mentor / Supervisor: please comment on the sufficiency of evidence presented by the student to demonstrate achievement of a specific learning outcome(s)

Student Signature: ___________________________ Date: ____________

Spoke Mentor / Supervisor Signature: ___________________________ Date: ____________

Ongoing Placement Development: please note any learning or professional issues that might be addressed in the Hub or future placement settings

Spoke Mentor / Supervisor Signature ___________________________ Date: ____________

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