

# **KSS Foundation School Pre-Allocations for Personal Circumstances**

## Arrangements for managing doctors with special circumstances

- **Special Circumstances approval for F1 doctors**
- **Implications for those allocated to the KSS Foundation School**
- **Late Special Circumstances**
- **New applications for special circumstances for the F2 year**

## Special Circumstances approval for F1 doctors

The national pre-allocation (Special Circumstances) process allows some applicants to apply to be pre-allocated to a Foundation School on the grounds of Special Circumstances on the basis of the following criteria:

**Criterion 1: You are a parent or legal guardian of a child or children under the age of 18, who reside primarily with you or from whom you have significant caring responsibilities.**

**Criterion 2: a) You are the primary carer for someone who is disabled (as defined by the Equality Act 2010)**

**b) You have significant caring responsibilities for a family member, partner or friend**

**Criterion 3: The applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement.**

**Criterion 4: Unique circumstances (e.g. athlete, armed forces reserves, house adapted for a disability)**

**Criterion 5: a) You have educational circumstances that require you to be pre-allocated to the specified location**

**b) You entered medical school through a Widening Participation initiative**

[Additional information can be found on the UKFPO Foundation Programme website.](#)

Approved special circumstances results in applicants being pre-allocated to a specific foundation school for their foundation training, provided that their score is sufficient to meet the national allocation criteria and they complete medical school successfully.

Approval of a special circumstances application does not guarantee allocation to a specific Trust or programme within the foundation school.

An applicant pre-allocated to a foundation school on the grounds of special circumstances will not be permitted to link their application to another individual in the application process.

### **Implications for those allocated to the KSS Foundation School**

Generally foundation schools do not offer pre-allocation of specific programmes within the foundation school to those with special circumstances.

The KSS FS, however, covers a wide geographical area. In order to reduce the chance of a distant allocation, individuals pre-allocated with criteria 1 and 2 will be able to preference a programme group.

The KSS Foundation School includes 3 programme groups (they cover wider geographical areas than the descriptors suggest owing to the need to make them fairly similar):

KSS West

KSS Central

KSS East

### **Late Special Circumstances**

Applicants who wish to change their allocated foundation programmes will only be able to do so on the basis of having approved special circumstances, subject to their being a suitable vacancy available, or following an approved swap for the F2 year (see swaps guidance)

#### **F1**

Late applications for F1 special circumstances will be reviewed to confirm their eligibility as soon as they are received.

Applicants applying for late special circumstances approval whose home address is outside the KSS region are encouraged to apply for a foundation school transfer to the foundation school nearest to their home address, as this would provide them with the greatest opportunity of being allocated to a location within a reasonable commute of their home address.

If a vacancy within the nearest foundation school was not available the applicant would retain their place within KSS and we would endeavour to identify a vacancy at a trust within a reasonable commute, however, the KSS FS is unable to guarantee this.

Please refer to the foundation school transfer guidance and application form under “key documents” of the [UKFPO website](#).

### **New applications for special circumstances for the F2 year**

Some F1 doctors may be eligible to apply for new special circumstances for F2 owing to a significant change in their circumstances since starting their F1 year:

- Any changes made would be for the location of the F2 year and would not affect the existing F1 programme.
- If F2 special circumstances are approved, and it is agreed that the allocated trust is not within a reasonable commute, the location of the linked F2 Trust may be adjusted, subject to available programmes.
- Please note that subsequent reallocation is subject to capacity and therefore it is not always possible to provide a programme at a site within a reasonable commute.
- If you feel you need to make an application for Special Circumstances, please contact the School team [here](#).

**Applications for consideration for August 2023 will be reviewed in April 2023 – date tbc.**