



Service Level Agreement

This Service Level Agreement is between:

_____ School/Academy, and

Education for Children with Health Needs (Part of Solihull Alternative Provision Service)

Pupil Name: _____ Date of birth: _____

The support and provision of education for pupils with significant health needs, who are temporarily unable to attend their home school, requires a concerted partnership approach, with each partner agreeing to certain roles and responsibilities. This partnership should ensure that the needs of the child are paramount.

Once the signed referral form, completed by the pupil's home school, has been received by the Alternative Provision Service (ech@solihull.gov.uk) support for the pupil can commence subject to appropriate medical evidence and according to the agreed arrangements for the pupil's registration.

Admissions criteria:

In order to access and sustain medical alternative education provision under section 19 of the Education Act 1996, the following admissions criteria apply:

- The pupil is a Solihull resident;
- Referrals are only accepted from schools;
- Pupils must have **significant** medical needs that, temporarily, cannot be supported by their usual school. This includes complex, severe or persistent mental health needs, supported by multi-disciplinary teams providing a range of therapeutic interventions (Tier 3 Solar CAMHS);
- Referrals must have appropriate supporting medical evidence from a Senior Clinical Psychologist, Consultant Psychiatrist, Associate Specialist Psychiatrist, Community Paediatrician or Hospital Consultant;
- Medical evidence from a GP will only be considered in exceptional circumstances e.g. where there would be a considerable delay caused by waiting times to obtain specific medical evidence from a consultant. In such cases, the GP would need to include full details of specialist referrals made to appropriate senior clinicians;
- The medical evidence is clearly based on a recent clinical appointment with the child present;
- The school is able to demonstrate in the referral that they have implemented and evaluated a range of interventions and reasonable adjustments;
- The school has fully discussed the referral with parent or carer. The inclusion of parental details and their accompanying signature indicates that the home school has discussed the referral and implications with the parent who has consented to the referral being made;
- Pupils, supported by their family, continue to access and engage with the appropriate clinical treatment / support to aid the management of their condition or recovery whilst receiving alternative education provision;

- Priority will be given to Looked after Children who meet the above admissions criteria.

Solihull Alternative Provision (AP) Service agrees to:

- Assess each referral on a case by case basis;
- Make educational provision for individual pupils, ensuring continuity;
- Provide direct teaching, individually or in groups, to pupils with significant health needs as agreed at the initial meeting;
- To undertake appropriate educational assessments to ensure individual pupil needs are met;
- Monitor and evaluate the effectiveness of provision for individual pupils and support the school in the development of an appropriate and sustainable reintegration plan;
- Ensure entry of pupils for external examinations where appropriate;
- Support and advise schools on the impact of a pupil's health conditions on their ability to access education, or signpost to appropriate clinicians;
- Contribute to Education, Health and Care plan assessments according to the current SEN Code of Practice;
- Ensure that the rights of children are paramount, including the right to a suitable, full-time education;
- Ensure parent/carer permission is gained before discussing any pupil issue with other colleagues and to respect the professional rules of confidentiality;
- Provide regular information to school and to parents regarding pupil progress and attendance;
- Ensure regular reviews take place to discuss suitability of educational arrangements and progress being made.

It is expected that Schools and their Governors will:

- Maintain the pupil on the school roll;
- Ensure regular reviews take place to discuss suitability of educational arrangements and progress being made.
- Ensure that there is a named person (usually the SENCo) for pupils with health needs who will liaise with the provision;
- Work with staff to plan and implement Individual Learning Plans for pupils with significant health needs who may also have special or additional educational needs;
- Provide appropriate and relevant work, plans, and resources necessary for the pupil to closely follow the school curriculum;
- Enable the Alternative Provision Service to draw on any additional funding, as necessary, that the school has in respect of the pupil e.g. Pupil Premium funding
- **Arrange and fund transport, where necessary, to an alternative teaching venue for pupils temporarily not able to attend their home school;**
- Implement the school's policy on Inclusion, Equalities and Special Educational Needs, taking into account the Code of Practice, DfE statutory guidance;
- Maintain close contact with parents and carers, helping them to understand the educational provision that may be suitable in each case;
- Arrange and attend, in collaboration with alternative provision staff, an initial meeting after 6 weeks, and regular review meetings thereafter, for all pupils with significant health needs - inviting the pupil, parents/carers, health and appropriate professionals;

- Minute the meetings and distribute the minutes to all professionals;
- Ensure that pupils are entered for appropriate external examinations and that predicted performance targets, appropriate coursework expectations and curriculum resources are communicated to the alternative provision teaching team;
- Administer the exam process for the pupil e.g. by providing an invigilator at an alternative venue, such as home or hospital, if required;
- Involve independent parent advisory services (e.g. SENDIAS), when required;
- Ensure that general school information for pupils, parents/carers is sent home to all pupils even if the pupil is not attending school in order to include the pupil in the life of the school as far as possible.
- Make alternative arrangements, or be flexible where possible, in order to include the pupil in the life of the school and to maintain a sense of belonging to the school community;
- Plan and implement individual healthcare plans in line with DfE statutory guidance where required;
- Make effective and appropriate arrangements to meet the needs of children and young people with additional educational needs due to medical or mental health difficulties in line with the DfE statutory guidance 'Supporting pupils at school with medical conditions', 2014.

[Solihull Alternative Provision Service]

I agree to the terms and conditions of educational support as outlined in this service level agreement:

Signed:

Eleanor Clarke
Headteacher
The Triple Crown Centre

Anita Oakley
Headteacher
ESCOS

Bev Petch
Head of Alternative Provision
Solihull MBC

[School]

I agree to the terms and conditions of educational support as outlined in this service level agreement:

Signed:

(Headteacher / Principal)

Print Name: _____ **Date:** _____

Please sign, take a copy of the agreement and return a copy to Solihull Alternative Provision Service (echn@solihull.gov.uk)