



# School 2 School Support

## Partnership/subscriber agreement 18/19

Last Updated April 2018

Support to schools staff and learners to develop a climate of opportunity  
and success for all



School 2 School Support

## Introduction:

School 2 School support is a service offered by the consortium of Norfolk Complex Needs Schools, formally known as Trust Norfolk-SEN.

School 2 School Support offers support to schools staff and learners to develop a climate of opportunity and success for all.

More information can be found on our website [www.s2ssupport.co.uk](http://www.s2ssupport.co.uk)

We understand that cost is a large factor for schools/clusters when deciding what support packages to purchase. We are more than happy to have a conversation with any member of school staff about the service we provide.

School 2 School Support is most effective when accessed early.



## The aims of the service are:

- ❖ Improve outcomes for children with SEND whilst supporting personal development, behaviour and welfare
- ❖ To offer relevant and practical support to schools
- ❖ To empower the referring school to support all pupils within their setting
- ❖ To develop effective, sustainable practice with positive observable outcomes
- ❖ Promote capacity for inclusion across Norfolk
- ❖ Intervention and support early into a child's education to ensure successful transition into secondary phase education

## Provision may include:

- ❖ Support in connection with a specific child or a wider whole school issue
- ❖ Observations and recommendations in relation to pupils' learning environments, curriculum or resources
- ❖ Developing skills, knowledge and confidence
- ❖ Training for key staff at the referring school
- ❖ Modelling strategies and approaches to meet individual need
- ❖ Visits to assigned Complex Needs School to see strategies in action
- ❖ Signpost to other relevant services and organisations
- ❖ Lesson modelling at your school
- ❖ Support in writing and evaluating IEPs
- ❖ Support at certain school meetings including Annual Reviews, FSP meetings and transition meetings
- ❖ Differentiated curriculum ideas
- ❖ Support in setting up intervention groups
- ❖ Soft-touch support such as phone and email support
- ❖ Sharing ideas around assessment (P Scales, B Squared, Learning Journals etc)



## Expectations:

What you can expect from us	What we expect from you
A clear and simple referral process available 24 hours a day	Ensure parental permission has been sought before making a referral Ensure that the Head Teacher, SENCo, Class Teacher and any other relevant staff are made aware that a referral has been made
Initial contact (by phone or email) to be made within 5 working days of the referral being submitted	Prompt response when contact is first made. Ensure the assigned Complex Needs School has the correct contact details. Delays at this stage will stop the initial visit from taking place.
Initial visit within 28* working days from the date that initial contact with school was made  <small>*Based on the assumption that the child attends the school 5 days per week</small>	Willingness and commitment to engage in the process and ensuring relevant staff are available for the initial meeting and have access to any supporting information for discussion
To provide the school with a programme of support written in conjunction with the referrer	Engage in conversation during the initial meeting to create a programme of support including anticipated outcomes
Programme of support (indicating an appropriate allocation of hours) to be carried out in a timely fashion by a member(s) of staff from the supporting Complex Needs School	Communicate with assigned Complex Needs School in making arrangements for the support to commence
Professional, clear and sound advice to support the referring school in implementing positive strategies to	Commitment from school to implement strategy(s) suggested and take on board advice given



affect the necessary change	
Advice and support from professionals currently working within complex needs settings.	Mutual respect and open dialogue between all parties
Evaluation of the programme of support to measure impact and outcomes	Engage in the evaluation and feedback process to help us monitor quality assurance and make necessary improvements



## What we are not able to provide:

Although we want to ensure we help children succeed, there are several areas that School 2 School support is unable to support:

- ❖ Opinions or recommendations regarding a pupil's school placement
- ❖ A quicker route into a Complex Needs School
- ❖ Statutory assessments on behalf of the Local Authority
- ❖ Diagnoses for suspected special educational needs
- ❖ 1 to 1 support sessions for a specific pupil



## The cost:

Your subscription runs from 1<sup>st</sup> April each year until 31<sup>st</sup> March the following year. The price listed is the cost you pay regardless of when you join the service within the 12 month period.

We believe that the best way to buy in our service is via a Cluster buy-in model. The costs of which can be seen on the following pages. We believe this because:

- ❖ It promotes co-operation and joint thinking within clusters
- ❖ It provides a cost effective way for all schools within the cluster to access support and advice
- ❖ Economies of scale
- ❖ Tailored service to support early intervention to meet the needs of your cluster

For those schools not wishing to buy in as a cluster, a pay as you use service is also available.

If there is a school, federation, partnership or academy/academy trust that would like to discuss a different service option please contact us.

Hours **cannot** be carried forward into future financial years.



## Pay as you use service:

- ❖ Initial contact with your school via telephone/email consultation or face to face meeting to include discussion of potential support to be given, followed up with a proposed programme of support.
- ❖ Practical support to address the issue(s) as outlined within the initial referral.
- ❖ Support to be given by the person(s) best placed to support your school (as decided by the appointed School 2 School Support co-ordinator)
- ❖ Support with resource creation where necessary
- ❖ Attendance at specific meetings within your school to support said referral
- ❖ Travel to and from your school to deliver on all aspects of support recommended and any follow up paperwork/administration related charges.
- ❖ With the Pay as you use option there is no guarantee which co-ordinator will be assigned to handle your referral

<b>Cost of support</b>
£375 for 5 hours





## Cluster annual subscription service:

- ❖ For those wanting it, attendance at your cluster SENCo/SEND meetings to include discussion of support to be given and to include any necessary observations and feedback including recommendations to support referrals made.
- ❖ Practical support to address the issue(s) as per referrals made.
- ❖ Support delivered by the person(s) best placed to support your school (as decided by the appointed School 2 School Support co-ordinator).
- ❖ Support with resource creation where necessary.
- ❖ Attendance at specific meetings within your school/cluster to support specific pupils/groups of pupils.
- ❖ Travel to and from your school/cluster meetings to deliver on all aspects of support recommended.
- ❖ Telephone and email support with your dedicated co-ordinator in all aspects of your school/cluster queries.
- ❖ Opportunity to use hours to support multiple schools in one go.
- ❖ Opportunity for staff within your school to join training sessions being hosted by the assigned special school as and when appropriate and deemed suitable.

<b>Cost of cluster support</b>
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£1400 for 20 hours
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## What does a basic purchase of 5 hours secure?

As a general guide 5 hours is sufficient to cover one referral.

This first 5 hours covers:

- Arranging the initial visit (i.e. making initial contact)
- Attending the initial visit to make observations/assessments/recommendations and provide verbal feedback to relevant staff (including travel time)
- Writing and issuing the Observations and Recommendations report (sent via email to the relevant staff in school)
- An evaluation form will be issued to provide the opportunity to feedback on the service and whether the desired outcomes have been achieved for both the school staff and the child.

If further support/follow up visits are deemed necessary this will be discussed with you. Further hours may need to be purchased to cover this additional support.



## How do clusters buy into the service:

Either the cluster subscription or pay as you go service need to be purchased via the SLA Online service:

<http://s4s.norfolk.gov.uk/>

For more information about the service please contact:

### **Matthew Smith:**

Email: [admin@s2ssupport.co.uk](mailto:admin@s2ssupport.co.uk)

Telephone: 01263 820520

Or

### **Michelle Bellamy:**

Email: [michelle@s2ssupport.co.uk](mailto:michelle@s2ssupport.co.uk)

