

## Policy Statement: Liaison

### Rationale

- The school is committed to achieving the five outcomes highlighted in Every Child Matters (ECM):
  - Be healthy
  - Stay safe
  - Enjoy and achieve
  - Make a positive contribution
  - Achieve economic well being
- Liaison with external agencies and other educational providers is a crucial element in achieving the above outcomes, and supporting the school's positive approach to inclusion.

### Purposes

- Liaison with external agencies is valued highly by the school such that it is a major part of the role of the Deputy Head Student Support and the SENCO. By such liaison the work of outside agencies can be co-ordinated in school via –

Avon Consortium Travellers Education Service	(ACTES)
Behaviour Support Team	(BST)
Central Teaching & Inclusion Services	(CTIS)
Child Adolescent Mental Health Service	(CAMHS)
Child Protection Team	(CPT)
Communication Disorder Team	(CDT)
Connexions	
Ethnic Minority Service	(EMAS)
Educational Psychology Service	(EPS)
Education Welfare Service	(EWS)
Education Other Than At School	(EOTAS)
Inclusion Support Co-ordinators	(ISC)
Inclusion Support Workers	(ISW)
Medics – BNHT Nurse Other Medical Agencies	
Occupational Therapy	(OT)
Police	
Pupil Referral Unit	(PRU)
Social Inclusion Co-ordinator	(SIC)
Sensory Support Services	(SSS)
Speech & Language Therapy	(SALT)
Social Services Department	(SSD)
Youth Offending Team	(YOT)

- Liaison with primary schools over transition issues is part of the role of the Director of Lower School and the Designated Head of Year 7.

- In recent years there has been increased liaison with a range of institutional and other educational providers to provide more flexible curricular options especially at KS4 eg. Early College Placements, Increased Flexibility Courses and Work 2 Learn. The DHSS oversees such provision, co-ordinating the input from The Vocational Department.
- Liaison with Higher Education Providers is undertaken by the Director of Sixth Form.

### **Guidelines**

- DHSS and Head of Year 7 attend Winterbourne Partnership Meetings. Cross phase curricular developments are co-ordinated through the AHCI.
- A termly Student Support Group is held in school, which enables discussion and subsequent support to be planned between the school and external agencies.
- To access support from external agencies a Single Service Request Form or Common Assessment Framework Form needs to be completed as part of the LA's Integrated Working Procedures.
- The Student Support Committee meets 8 times a year and issues related to liaison are discussed at these meetings.
- Issues related to Safeguarding of pupils are co-ordinated by the schools two designated Child Protection Teachers ie. DHSS/DUS.
- The school receives regular planned sessions with BST, NBHTN, EWO and EP. The work of the EP is co-ordinated by the SENCO with the DHSS co-ordinating the work of the other three agencies above. Other agencies work is generally arranged on an identified needs basis as required.
- Liaison with the media to publicise forthcoming events and celebrate pupil's achievement is via Editor of The Ridings Review or Head's PA.

### **Conclusion**

Liaison with all outside agencies, in conjunction with parents/carers is valued highly in order to support our pupils' developmental progress.

R C Evans  
Assistant Head Student Support  
Reissued and Revised June 2007