**Intent statement for SAP**

We have an absolute commitment to achieving maximum outcomes for every child’s education in XXXXXXX Consortium Primary Schools. We will be relentless and brave in our pursuit of opportunities and solutions for the future of our children, working in partnership, celebrating success and aiming for excellence.

We have a pragmatic approach to pursuing imaginative solutions for the benefit of every young person and their family. We have a genuine acceptance of our responsibilities and collective accountability with the XXXXXXX family of schools, for all pupil achievement. We value the diverse range of educational needs of young people in our community. We challenge perceptions of success in education. We pursue the greater good by putting aside our individual circumstances in pursuit of our shared commitment to young people, without exception or excuse.

As part of our common approach we will be; respectful, open and honest; model innovative approaches working within statutory guidelines; be pragmatic and practical in finding timely solutions and be clear and succinct in our communication with stakeholders.

We have a commitment to adapt, support and review our work as it grows, evolves and develops, in response to an ever-changing educational landscape.

**The Role of the Significant Adult Support Worker**

**Priority 1** – **Permanently excluded pupils referred to FAP panel.**

To support permanently excluded pupils and their families, who have been placed via FAP panel, into their new school.

To support school, pupil and families as part of the managed move process to prevent permanent exclusion.

**Priority 2**- **Pupils at risk of permanent exclusion referred to the Assessment Gateway**

To support school, pupil and family as part of identified actions following consideration at Assessment Gateway meeting.

**Priority 3- Pupils at risk of accessing the Assessment Gateway referral process.**

To make initial assessment of pupil referrals made directly by schools who have exhausted internal strategies.

**Referral Process for Priority 1 & 2 cases**

Use the Assessment Gateway process.

**Referral Process for Priority 3 cases**

**School completes Learner Information Form including consent from parents and then sends LIF form directly to Significant Adult Support (SAP) for initial assessment.** Email to ***INSERT SAP EMAIL***

**Before working with School, pupil and family a SAP will;**

* Contact School and gather further information from SENDCO, connected staff who directly work with the child and any current and past outside agencies involved with the family and child.
* Meet with chair to discuss referrals on a fortnightly basis to decide caseload and who SAP can support.
* Share outcome of referral to schools.

**Working with school, pupil and family**

* SAP to observe child in school setting.
* 1-1 initial meeting with child, telephone or home visit with parents to establish individual desired outcomes.
* Discussion with Chair to agree plan of actions/intervention work.
* Action Plan shared with school.
* Initial start of intervention, review dates set and end dates agreed. (Approx 6 weeks)

Should this intervention still have no impact or show any signs of improvement, the child would then access the Assessment Gateway referral process. The Significant Adult would already have the beginnings of a relationship with the school and the parents. But better still will have secured a position of trust and relationship with the child for a better supported transition should a managed move or permanent exclusion be the outcome.

**Priority 3 Referral Process Flow Chart**

Take back assessment to fortnightly meeting with Chair to discuss action plan

Final Review and assessment with school

Review progress with school and set actions and next review date

SAP begins working with school and sets a review and exit date

Discussion with Chair to agree plan of actions/intervention work.

Action Plan shared with school.

Observe child in school setting

1-1 initial meeting with child, telephone or home visit with parent to establish individual desired outcomes.

Outcome

Meets criteria for SAP support

Information gathering, consultation with Chair, followed by decisions for each referral

Seek Parental Consent, Complete LIF and submit to Significant Adult Support Worker

Outcome

Does not meet criteria for SAP support. Continue with school Behaviour strategies/policies.

Re-refer if behaviour continues

Primary School has a case at Priority 3

(Child without an EHCP)