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**Outreach Policy**

**Original: July 2022**

**Updated: September 2024**

**Reviewed Annually**

**Our Vision**

Our vision for outreach support is as follows:

* To promote inclusive practice for pupils with SEND
* To build upon knowledge and skills of practitioners supporting pupils with SEND.
* To support Tree of Life’s offer for SEND Provision
* To celebrate successes and share best practice.

**Service Provision**

Outreach offer:

The service is led and managed by our Outreach co-ordinator, Michelle Belcher. The Outreach Co-Ordinator collaborates with authorities to organise support for pupils who have SEND. We aim to enable pupils to fully access the curriculum through appropriate and differentiated learning activities, thus enabling pupils to learn and make progress.

Outreach support will be delivery by TOL staff members who have specific expertise in the area requested, e.g. ASD. We can offer support with a variety of issues, including:

* Strategies to support pupils with ASD
* Strategies to support pupils at a sensory level of learning
* A positive approach to behaviour support and access to learning
* Strategies to support communication e.g. use of symbols
* Supporting independence in life skills
* Supporting parents
* ICT to support learning
* Planning for and assessing pupils who are not yet working within the national curriculum (Including mathematics and Literacy)

Outreach support may include one or more of the following:

* Information and guidance on up-to date teaching approaches to support pupils with SEND.
* Advice on curriculum content and design
* Support with differentiation of the curriculum
* Advice on the use of physical resources/equipment to support learning
* Modelling of best practice
* Support to implement specific external agency advice
* Advice on specialist programmes, resources and interventions
* Mentoring for school practitioners

The most common outreach support is a package of support. This is inclusive of all services and expenses and includes:

* An initial telephone consultation between the outreach coordinator and referrer
* Three visits to observe an individual pupil within his/her school setting in order to gather information, model strategies and evaluate impact
* In reach visit for up to two staff members to TOL, to observe practice and meet with relevant staff members
* Two reports containing recommendations for future reference (After 1st and 3rd visit)

Additional outreach services are available, including bespoke training for school staff and an annual programme of workshops for professionals held at TOL, details of which can be found in the offer.

**Effective partnerships**

We believe that in order for outreach to be effective, schools must work collaboratively with a shared purpose. Therefore, the following is required from both the outreach provider and the outreach receiver:

* A commitment to collaborate working
* An open, honest approach to working
* Transparency when communication with both parents and professionals
* Agreed intended outcomes and timescales
* Planned opportunities for reflection, engaging in professional discussion and problem solving
* Clear modes of communication and key points of contact
* Commitment of appropriate time and personnel
* An understanding that suggestions are made with good intentions and are based on both experience and an evidence based. However, these may not be effective in every scenario. Where this is the case, alternative interventions will be discussed and next steps will be planned.

Outreach support is **not**:

* Crisis intervention
* Teaching physical interventions to support behaviour
* Separate 1:1 work with an individual learner
* Securing a place in a special school or other specialist provision
* Replacing provision, as detailed in a learners EHCP

**Referral Process**

Schools can contact our Outreach coordinator at Tree of Life via email/phone.

Requests for support will usually comes directly from the schools SENDCo or other appropriate school staff. However, the local authority school improvement advisor and the SEND locality leads can also make/support with referrals. Confirmation of parental permission and a Request for Outreach form must be obtained before proceeding with outreach support. It is vital that parents/carers are aware that their child may be observed by a practitioner from Tree of Life.

**Outcome**

The success criteria of a successful Tree of Life Outreach Services includes schools working in partnership to enhance the quality of provision for pupils with SEND in the Rochdale/Oldham area. Monitoring and evaluation is built into the process and feedback from schools will be requested at the end of the process in order to record the impact on pupils and improve the overall quality of the services.