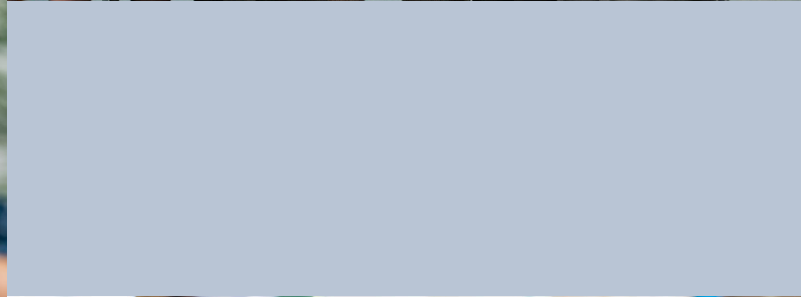
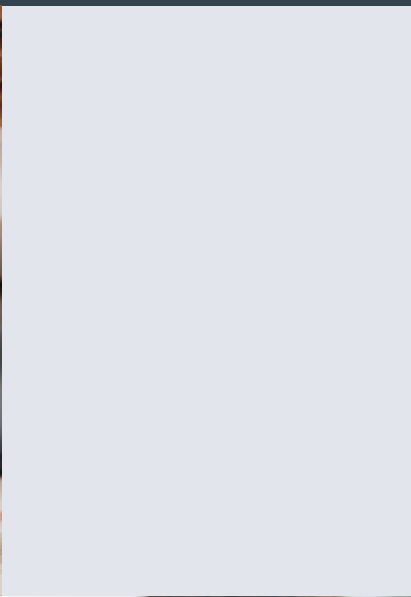


# Bradford Educational Psychology Team



Traded Services Brochure 2024-25



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*"Thank you so much for your help ... it means a huge amount to us and our daughter, and we really appreciate the effort you made to fully understand her needs, and how quickly you prepared your report, which means that she can start Year 10 with a plan in place."*

Parent - September 2023

## Welcome

Welcome to our new prospectus for Educational Psychology Support 2024 - 25.

With 2025 and City of Culture fast approaching, the national spotlight will be on Bradford. As well as the arts and cultural events that will be coming to the city, the EP team will be promoting a different kind of culture. In line with our values, we will be encouraging a culture of inclusion, based on our values of fairness, kindness, and high aspiration for all Bradford's children.

Alongside our existing work to develop a greater understanding of and better support for children with SEN, we will be leading a number of key projects promoting a culture of inclusion across the city, including the Emotional Wellbeing Chartermark, Beacon Schools for Inclusive Practice and work to develop better understanding and support for children who do not attend school due to anxiety or issues relating to neurodiversity.

Following a successful recruitment programme, I am pleased to inform you that we will be significantly better staffed in 2024 – 25 and are looking forward to working with you again. The enhanced staffing means that this year we are able to offer a full range of statutory and pre-statutory services to ensure children and young people gain maximum benefit from their time in education.

Please take time to have a look through our prospectus to see the range of services we can offer, and how we can best support you and your school.

Best Wishes

Dr Ruth Dennis  
Principal Educational Psychologist



## About Bradford Educational Psychology Team

Bradford Educational Psychology Team (EPT) is positioned within Bradford Council's Children's Services Department and is one of the Education and Learning Teams.

The Educational Psychology Team is led by a Principal Educational Psychologist, and there are five Senior Educational Psychologists who manage area-based teams of Educational Psychologists. We have a number of Trainee and Assistant Educational Psychologists within the Team, who work for us or are on placement with us as part of their Doctorate training. The work of both Assistant and Trainee Educational Psychologists is always supervised by an experienced Educational Psychologist.

We are a highly skilled, dedicated and professional team whose aim is to use psychology to enable positive change and to improve the outcomes for vulnerable children and young people.

We offer a wide range of evidence based psychological services and use our skills and experience to promote learning, social inclusion and emotional health and well-being within schools, and settings and with partner agencies.

## Our Values

As a team, our work is guided and informed by Bradford's District Plan and our beliefs and commitment to:

- Valuing individuals – we accept and respect the intrinsic value of each individual we work with and believe in their worth as a person
- Achievement – we operate a strengths based model to support young people and their families to achieve their best, and to lead meaningful and fulfilled lives
- Social justice – we are driven by a desire to promote social justice and to ensure that all children have the opportunity to enjoy and succeed in school. We strive to empower young people to make the most of the opportunities available to them
- Optimism – we believe that people do the best they can in their circumstances and we are optimistic and hopeful about their capacity to change their lives for the better





# The Benefits of Working with Bradford Educational Psychology Team

Bradford Educational Psychology Team is part of Bradford Council and is grounded in public sector values of integrity, objectivity and accountability. Our prices are set competitively to cover no more than the cost of the services we deliver; there are no hidden costs or agency fees. As a public sector organisation, any surplus we make goes towards providing additional services to vulnerable children and young people in the local district.

We are a large, experienced team of Educational Psychologists which affords us capacity and flexibility to meet your changing needs. As a team, we work together to offer a comprehensive range of services and can draw upon a variety of specialisms depending on need.

Working with a large Local Authority EP team, you can be sure of the quality of our work.

All EPs receive regular supervision from a senior Educational Psychologist, and both reports and casework are reviewed for quality. In the unlikely event that you have concerns about the work of your EP, the managing senior EP will work with you to resolve the issues quickly and efficiently.

## Educational Psychology Support for Local Authorities

### Statutory Work

Bradford Educational Psychology Team can provide you with psychological advice as part of the statutory Education Health and Care assessment process. The team has a high level of compliance with statutory time frames and will keep you informed if there is an unavoidable delay in providing the psychological advice to you. Our reports offer clear concise advice on needs, outcomes and provision. Our advice is easily transferable to an EHC Plan and our outcomes are specific and quantified in line with the Code of Practice and ISPEA advice. Our statutory reports are regularly reviewed by a senior manager to ensure continuing quality and high standards.

### Critical Incident Support

In the event of a critical incident or other traumatic event, Bradford Educational Psychology Team can provide advice and support to the Local Authority or to individual settings. This may include advice on communication, practical arrangements and direct work with staff or students, depending on the circumstances.

## Educational Psychology Hub Consultations

Bradford maintained schools are able to access up to two subsidised hub consultations across the year, whereby SENDCos or other staff members are able to consult with an EP regarding specific issues. These hubs take place virtually and can be booked via <http://skills4bradford.co.uk/Training> - filter by 'Educational Psychology'. Hub consultations are charged at £160 per consultation for non-maintained schools, or maintained schools booking more than two consultations.



## Educational Psychology Support for Schools and Settings

Organisations within and beyond the Bradford District have the option of purchasing Educational Psychology support to meet their own specific needs and priorities. We offer a range of work aimed at promoting inclusion and psychological well-being and raising standards, across the full range of age and abilities.

## Work with Children and Young People

Bradford Educational Psychology Team can offer input in relation to a wide range of issues that impact on children and young people's learning and progress, including specific and general learning difficulties, language and communication skills, issues relating to social, emotional and mental health and physical / sensory difficulties.

We provide psychological consultation, assessment, intervention and advice that focuses upon narrowing gaps in attainment, improving academic progress, promoting emotional well-being and supporting social inclusion.

Most work has three distinct phases:

### Phase 1: Plan

Consultation is the first step of any work, during which concerns are identified, and desired outcomes collaboratively developed. It may involve parents, teachers or other professionals. Once the desired outcomes have been agreed, the Educational Psychologist will select the most appropriate next steps, based on their professional view of the needs of the individual child or young person. Next steps may involve further information gathering, assessment or intervention carried out by school based staff or the EP.

### Phase 2 : Do

This is the active phase of the work. Actions agreed during the consultation are carried out by school staff, the EP or other relevant parties. EPs can offer a comprehensive range of psychological assessments to help identify a child's special needs. Assessments may be formal and standardised or qualitative, for example observation or play based assessment. EPs are also able to offer a range of interventions and therapeutic approaches. Bespoke interventions can be developed and delivered on a needs led basis.

### Phase 3 : Review

Reviewing the work allows you to evaluate the response of the young person to the intervention, to evaluate progress and to plan next steps. This may or may not involve the EP.



# Whole School Support

## Strategy and Development

The Educational Psychology Team can support you to develop learning and behaviour across the whole school. This might include analysis and monitoring of existing provision, research into the impact of interventions or developing whole school learning strategies.

## Staff Support

The Educational Psychology Team can provide a range of services to support setting based staff. Professional support can include Staff Supervision, Coaching, Staff Well-Being Sessions and Collaborative Problem Solving.

## Training and Interventions

Following the successful Spotlight Conferences last year, we will be continuing this in 2024 – 25. The conferences bring together training, advice and school-to-school support, around a specific topic. This year's conferences will focus on Language Development (Autumn 2024), Developing a Culture of Inclusion in schools (Spring 2025) and Supporting Children's Development in the Early Years (Summer 2025).

The conferences can be booked via Skills4Bradford. Alternatively, we can provide bespoke training to be delivered in your setting. If there is a training package your setting or organisation would like to explore, please speak to us about this.



## Educational Psychology in Action

### Emotionally Based School Avoidance Project

Educational Psychology Team is currently leading a project in conjunction with the Attendance Team and other partners to improve practice and outcomes for young people and their families who are impacted by Emotionally Based School Avoidance (EBSA).

The project aim is to produce guidance and support for schools and families where EBSA is being experienced. We have already worked with several secondary schools to pilot a support offer for EBSA. We are also supporting the Education and Emotional Wellbeing Practitioner Team to develop their support offer for young people experiencing EBSA. We will be hosting a Spotlight conference open to all in April 2024, where the new guidance will be launched. Further training will be offered to school staff and professionals in the summer term.

### Inclusion Beacon School Project

Using the newly developed Bradford Inclusion charter mark, the EP team are working schools to identify and share best practice across the district. Identified schools with best practice will be supported to help other schools across the district develop their practice in line with charter mark. Improving outcomes for children with SEND

A small group of schools have been working with the EP team to develop action research projects in their schools, focused in improving outcomes for children with SEND. Schools opt into one of three pathways:

- Cognitive based approaches: How knowledge of working memory (mental space for thinking) and cognitive load theory (optimising processing demands) can be used to plan instruction and adapt teaching strategies.
- Motivational framework: Theories of motivation with practical classroom application including strategies for developing routines, effective use of rewards, and meeting needs around choice, mastery and connection.
- Instructional Psychology: How to help learners learn including concepts like content analysis (teaching more useful and highly occurring knowledge) and research from instructional psychology.



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*" Thank you so much for all of your hard work and support. You have kept me sane. "*

Senco - June 2023







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*"You have been very clear and helpful in the pieces of work you've done with us ...and the way you fed back what you had been doing, and helped the school and the families to make joint decisions - it was most helpful."*

Senco - February 2023

## Mental Health in Schools

The Educational Psychology Team is working closely with Public Health to ensure that Children's Emotional Wellbeing is at the forefront of life in school. Working within the THRIVE model, we offer a range of projects and interventions that schools can engage with, depending on their needs. All of the projects are funded by Public Health, meaning costs to schools are limited to releasing staff to attend.

## Mental Health Champions Project

The Mental Health Champions project works through a nominated senior member of staff to provide support for educational staff to enable them to meet the needs of children and young people who may experience low to medium level mental health or emotional wellbeing difficulties. Through Termly Network Meetings, they are provided with updates and key information from the DfE and other services and organisations both locally and nationally. The MHC team also offers training for school on matters relating to mental health and emotional wellbeing.

## Mental Health Champions Plus

The Mental Health Champions Plus (MHC+) project provides an enhanced offer of support and guidance for MHC Champions in schools who are actively seeking to develop their whole-school offer in relation to mental health and wellbeing. MHC+ Champions. MHC+ Champions receive individual support from the EPT in relation to their role, as well as termly training on a range of topics related to mental health and wellbeing. MHC+ Champions can also access Healthy Minds Interventions training, which can then be delivered in schools.



## DfE Senior Mental Health Lead Training

The Department for Education (DfE) continues to offer a £1,200 grant for a senior member of school or college staff to access quality assured training to implement an effective whole school or college approach to mental health and wellbeing. Bradford Educational Psychology Team is registered as an approved DfE trainer and we are currently able to offer Beginner Training. This is appropriate when the senior mental health lead is new to the role or has not previously completed senior mental health leadership training.

To find out more about the course please visit - <http://skills4bradford.co.uk/Training> - filter by 'Educational Psychology'.

## Healthy Minds Emotional Wellbeing Chartermark

The purpose of the Bradford Healthy Minds Chartermark is to celebrate best practice in relation to the implementation of a sustained whole school approach to emotional wellbeing and mental health. Schools receiving an award (Silver, Gold or Platinum) have embedded evidence-based practice, based on the eight key principles for mental health and wellbeing, as recognised by Public Health England.

There is no financial cost to schools, and on achieving the award they will receive a trophy, banner and certificate at an award ceremony attended by the Mayor of Bradford.

The award is gaining in popularity throughout the Bradford District and sign up at the beginning of the academic year is recommended.



# How to Purchase Educational Psychology Services

Educational Psychology support can be purchased as either:



**A 12 month contract**  
**Covering the period**  
**1 September 2024 to**  
**31 July 2025**

or



**'Pay As You Go'**  
**ad hoc services**  
  
**Available to purchase from**  
**1 September 2024**  
(Please be aware that this option is subject to availability.)

## Costs

Educational Psychology support is purchased in sessions of three hours; one day equals 2 x 3 hour sessions. Time for preparation, write up and follow up needs to be included within the purchased time.

We have set the rates at a competitive level compared to neighbouring authorities and independent providers. The annual increase is in line with Bradford MDC charging policy. We offer an 'Early Bird' rate to all customers if time is purchased before the 31 March 2024.

2024-25	Standard Rate (before 31 July 2024) per session	5% off Early Bird (before 31 st March 2024) per session	PAYG (After 31 July 2024) per session
Up to 18 x 3 hour sessions a year	£317	£301	£325
Between 19 and 38 x 3 hour sessions a year	£304	£289	£325
39 or more x 3 hour sessions a year	£299	£284	£325

## Agreements for MATs or Groups of Educational Settings

Bradford Educational Psychology Team works with a number of Multi Academy Trusts and informal groupings of educational settings to provide support, advice and guidance. We are able to offer you economies of scale in relation to booking price, and an individualised package of support based on your individual circumstances. If this is something that you wish to consider, please contact us to discuss your requirements.



## Meet the Educational Psychology Team

The support will be delivered by a qualified Educational Psychologist or a Trainee / Assistant Educational Psychologist under the supervision of a qualified Educational Psychologist.

Educational Psychologists	Fully qualified and registered with HCPC	Full range of observation, assessment, consultation, training, and intervention work
Trainee Educational Psychologists (TEP)	Psychology graduates in second or final year of professional doctoral training.	Full range of observation, assessment, consultation, training, and intervention work. Operate independently with weekly supervision from Senior EP to ensure quality of work. All reports countersigned by Senior EP
Assistant Educational Psychologists (AEP)	Psychology graduates with up to 12m experience of working in schools, awaiting place on professional training course	Work initially contracted by qualified EP. Range of observation, assessment, consultation, training, and intervention work available dependent on AEP experience and training. Qualified EP directs work but carried out by Assistant. Weekly supervision with Senior EP to ensure quality of work. All reports countersigned by Senior EP

## Requesting EP Time

The pre-booking window is January – July for the following academic year. In year purchase is available subject to availability.

For more information see:

**BSO** - <https://bso.bradford.gov.uk/content/educational-psychology/buying-additional-services>

**Skills4Bradford** - <https://skills4bradford.co.uk/Services/5230>







# How Much Educational Psychology Support Do I Need?

An Educational Psychology Services Audit has been devised to help you to calculate your requirements for Educational Psychology support over the next academic year and can be found on Bradford Schools Online - <https://bso.bradford.gov.uk/content/buying-additional-services>.

Should you wish to purchase sessions from the EPT, please log onto Skills4Bradford and follow these steps:

- 1. Login to your Skills 4 Bradford account
- 2. Select Services > Pupil Focused > Educational Psychology
- 3. Click on 'Pre Booking 2024 - 25' and specify the number of sessions you require
- 4. Submit your request
- 5. We will confirm your booking at the beginning of the Summer Term 2024 at which point you will be invoiced for your sessions. Sessions are available to use from 01 September 2024

Examples of work which could be undertaken as part of your Educational Psychology time include:

- EP consultation, whereby SENCO / teacher presents a case and engages in problem solving with the EP (0.5 Session)
- Write up of a consultation (0.5 Session)
- Review of Action Plan (0.5 Session)
- A two-hour parent drop-in to meet with your Educational Psychologist (1 Session)
- Individual assessment and report with recommendations - Assessment of a child including parent meeting, liaison with other professionals, observation individual work and write up as a formal report (2 – 4 Sessions depending on complexity)
- Joint observation and consultations - Joint observation with SENCO (1 Session)
- Twilight training - Planning and delivery of 1.5 hour twilight (1.5 Sessions)



# Making the Most of Your Educational Psychology Support

It is important that you agree on how you will work with your Educational Psychologist at the beginning of the year. The following tips will help you to make the most of your time:

- Informed parental consent must be gained before any work regarding a child or young person can be undertaken. The consent form can be found on Bradford Schools Online: <https://bso.bradford.gov.uk/content/educational-psychology>
- When discussing and agreeing a piece of work, the desired outcomes should be clearly identified and recorded. Wherever possible the desired outcomes should be pupil focused e.g John will use a full sentence to answer questions.
- How the EP's work will be carried out and who will be involved should be agreed in advance.
- Gaining a holistic view of a child and their needs is essential to the EP's work and where possible, school should aim to involve parents as part of any consultation.
- Discussion with 'person most concerned' is often crucial to effective EP work as they are the person who has day to day contact with a child or issue. You should establish prior to any visit when or where these discussions will take place.
- To maximise the effective use of EP time, work that can be carried out prior to a visit e.g. collating the information available relating to current and past attainment levels / interventions should be identified.
- When a piece of work is concluded, the actual outcomes should be evaluated in relation to the desired outcomes.

# Cancellation or Rescheduling of Traded Services

We endeavour to work flexibly at all times and we expect to be able to deliver all purchased sessions through a variety of on-site and remote means. As such there will be no roll over of time into subsequent academic years except when we have been unable to fulfil our contractual obligations due to illness or other unforeseen circumstances.

We require as much notice as reasonably possible in the event of cancellation of appointments so that the Educational Psychologist can be reallocated to other work. When you are forced to alter arrangements, we will offer you a range of alternative activities which may serve a similar purpose, for example online consultation instead of a meeting in school.

If the Educational Psychologist is only made aware of the need to cancel / reschedule once they have arrived in the setting, one hour will be deducted from the time you have purchased. This is to cover the cost of travel and the Educational Psychologist's time.

If your Educational Psychologist has to cancel on an agreed date due to illness or other unpreventable circumstances, they will organise a further visit as soon as possible.

In the event of prolonged staff absence, purchased work commitments will be met by other members of the Team or by a refund of sessions we have been unable to honour, issued at the end of the academic year.





Photo : Born in Bradford

# Compliments, Comments and Complaints

If you have any compliments or comments please contact the Educational Psychology Team Senior Management Team.

If you are concerned about any aspect of the services provided by Bradford Educational Psychology Team we would encourage you in the first instance to raise the issue with the Educational Psychologist who provides the service to your setting. Most concerns can be resolved informally at this stage.

If after discussion, concerns are not resolved to your satisfaction, you can raise the issue with the Educational Psychologist’s line manager. If the issue is not resolved at this stage then we will follow Bradford Council’s procedures for formal complaints.

If you want further information with regards to making a compliment, comment or complaint please telephone: 01274 432111

FREEPOST BRADFORD COUNCIL  
(Please write “Complaints Unit” on the back of the envelope)

# Train to be an Educational Psychologist

We are always looking for Bradford based staff to join our team.

In order to qualify as an EP, you will need to complete a 3 year Taught Doctorate in Educational Psychology. To access the doctorate course, you will need a 3-year degree in Psychology that meets the standards of accreditation of the British Psychological Society, plus relevant experience of working with children in educational, childcare or community settings.

We also employ a number of other psychology-related professionals including Assistant Educational Psychologists and Education Emotional Wellbeing Practitioners. Our jobs are advertised regularly on the Bradford Council website.

We run an annual CPD event for any teachers or other graduates who are considering Educational Psychology as a career option.

For further details please email:  
educationalpsychologyteam@bradford.gov.uk



# Contact Details

If you require any further information please contact:

Email: educationalpsychologyteam@bradford.gov.uk  
Telephone: 01274 439444  
Post: Margaret McMillan Tower, Bradford, BD1 1NN

Principal Educational Psychologist  Dr Ruth Dennis  ruth.dennis@bradford.gov.uk	Senior Educational Psychologist (Central)  Ms Jo Haines  jo.haines@bradford.gov.uk	Senior Educational Psychologist (East)  Dr Ashraf Seedat  ashraf.seedat@bradford.gov.uk
Senior Educational Psychologist (North)  Dr Nicola Hawthorne Jones  nicola.hawthornejones@bradford.gov.uk	Senior Educational Psychologist (South)  Dr Joe Wilson  joe.wilson2@bradford.gov.uk	Senior Educational Psychologist (West)  Dr Claire Cooper Jones  claire.cooper-jones@bradford.gov.uk





# Educational Psychology Team at a Glance

Educational Psychologists can help with systemic and individual issues that impact on children and young people's learning and progress, including specific or general learning difficulties, language and communication skills, issues relating to social, emotional, and mental health and physical / sensory difficulties.

Their work can include psychological consultation, assessment, intervention, advice, and training, in order to narrow gaps in attainment, improve academic progress, promote emotional well-being, and support social inclusion.

## Requesting EP Time

The pre-booking window is January – July for the following academic year. In year purchase is available subject to availability.

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**Skills 4 Bradford** - <https://skills4bradford.co.uk/Services/5230>



The wording in this publication can be made available in other formats such as large print. Please call: 01274 439444