

Bradford Educational Psychology Team

Traded Services Brochure 2019-2020



City of
BRADFORD
METROPOLITAN DISTRICT COUNCIL

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Bradford Educational Psychology Team

Bradford Educational Psychology Team 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 four 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 are working for us or on placement with us as part of their Doctorate training. Both Assistant and Trainee Educational Psychologists are supervised by experienced Educational Psychologists. We are a highly skilled, dedicated and professional team of Educational Psychologists 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, settings and with partner agencies.



Our Values

As an EPT, our work is guided and informed 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 lead meaningful and fulfilled lives;
- **Social justice** – we are driven by a desire to promote social justice and ensure 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 are optimistic and hopeful about their capacity to change their lives for the better.

The Benefits of Working with Bradford Educational Psychology Team

As the main provider of psychological services to Bradford Local Authority and schools we are uniquely positioned to support your students, families and staff.

Bradford Educational Psychology Team contributes to the formation and development of the special educational needs processes, policies and provision across Bradford. This means that we have extensive, up to date knowledge regarding the criteria and interventions recognised and regarded as good practice by our own Local Authority.

We are the sole provider, funded by Bradford Council to carry out statutory work in the district in order to identify and assess children, young people and young adults with special educational needs. This means that we are the only Educational Psychology Team who is able to carry out the whole range of statutory, core and traded educational psychology work that an educational setting may require.

We work collaboratively with parents and a wide range of other professionals. As part of our multi-agency ethos, we have ready access to other local support Teams and work in close partnership with colleagues across Education, Health and Social Care.

We have access to the richness of skills, knowledge and experience of a whole team of highly skilled Educational Psychologists, and are able to draw upon this resource to best serve the educational settings we support. We aim to deliver a continuous, seamless service and where possible, in the event of staff absence traded, statutory and core work commitments will be met by other members of the team.

Educational Psychology Support for Bradford Schools

Bradford Council provides Educational Psychology support for work relating to Education Health and Care assessment and plans:

Statutory Work

Bradford Educational Psychology Team is the sole provider commissioned by Bradford Council to carry out statutory psychological work in order to assess children and young people with special educational needs.

On behalf of the Local Authority we provide assessment and Psychological Advice as part of an Education, Health and Care (EHC) needs assessment of a child or young person (aged 0-25), and provide high priority casework requested by the Manager of the Statutory SEN Team and agreed by the Principal Educational Psychologist

EHCP Monitoring Reviews

Bradford Educational Psychology Team also provides a number of 'EHCP Monitoring/Support'

reviews on behalf of the Local Authority. These reviews are allocated to individual students with EHCPs, as recorded in their EHC Plans. Usually, students will receive one review at the end of each key stage. The purpose of these reviews is to support schools to monitor progress and identify next steps for the student. These reviews are often carried out by Assistant Educational Psychologists.

Early Help

Bradford Educational Psychology Team undertake a number of applied psychological tasks to improve outcomes for children who are at 'School Support' level.

The EPT provides a number of Early Help hub consultations across the year, whereby SENCos or other staff members are able to consult an EP regarding specific issues. These hubs take place across the district and can be booked via our webpage <https://bso.bradford.gov.uk/Schools/CMSPage.aspx?mid=3506>. The web page also gives valuable advice on how to ensure you make the most of your consultation.

Mental Health in Schools

Our Specialist Senior Educational Psychologist for Mental Health coordinates a multi-agency strategy group to help shape delivery and support to promote Emotional Wellbeing for Children and Young People. The aim is to build capacity to address mental health matters within schools.

The aim is that all schools in Bradford should be involved in the Mental Health Champions in Schools initiative. Schools will have access to half termly support from a team of Educational Psychologists and Primary Mental Health Workers via network meetings, as well as provision of resources such as assemblies, access to CAMHS training and the provision of an evidence based CBT tool for schools.

For more information about the project, visit the website www.mentalhealthmattersinschool.org.uk or contact EPT@bradford.gov.uk with the subject Mental Health Champions.

Critical Incident Support

In the event of a critical incident or other traumatic event, the Educational Psychology Team can provide advice and support to your management team. This may include advice on communication, processes and direct work with staff or students, depending on the circumstances. If you need to access this service, please call the EPT on 01274 439444.





Your Quality Guarantee

The Educational Psychology Team provides coordinated continuous professional development opportunities for its Educational Psychologists to keep their skills and knowledge up to date. This includes attendance at and contributing to local and national conferences and well established links with a number of major universities that offer the Educational Psychology doctorate courses.

We provide regular, ongoing support and supervision to all our Educational Psychologists which maximises our capacity to fulfil our professional practice guidelines as set out by the Health and Care Professions Council.

As a Team we adhere to Bradford Council's information governance and safeguarding policies and procedures. This includes information sharing and security, data protection and record keeping. Our records are securely held within Bradford Council premises and data bases.

Traded Services

Organisations within and beyond the Bradford District have the option of purchasing Educational Psychology support in blocks of time to meet their own specific needs and priorities. We offer a range of work aimed at promoting inclusion, 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 support children and young people with a range of 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, evaluate progress and 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 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 and Video Enhanced Reflective Practice (VERP), Staff Well-Being Sessions and Collaborative Problem Solving.

Training and Interventions

The Educational Psychology Team offer a wide range of quality training courses on topics relating to psychology and learning. This includes courses on inclusive learning, support for children with SEND, SEND processes and Emotional Well-being. These courses are delivered centrally on a per person cost. Alternatively these courses can be tailored to individual needs and delivered in your setting.

A full list of training courses can be found on Bradford Schools Online here - <https://bso.bradford.gov.uk>

If there is a training package your setting or organisation would like to have but which is not mentioned within this brochure the Educational Psychology Team can write new training packages on request.

Research and Development

As trained researchers, Bradford Educational Psychology Team can provide support for, or deliver a wide range of evaluation and research based work. This can include surveys, audits and evaluation projects as well as action research projects. Research can be used to look for evidence of the impact and effectiveness of interventions used in school. Research or development work can be commissioned from the Educational Psychology Team to support your school or setting development.

SEND Review

The Educational Psychology Team lead in Bradford on providing SEND reviews for schools. In collaboration with senior leaders an audit of SEND in school is carried out, followed by a whole day review. In response to this the Educational Psychology Team can support you to develop an action plan to build on and develop existing good practice.

Learning Schools

Drawing on the work of John Hattie, the Educational Psychology Team can deliver a range of training and development activities to support schools to improve outcomes through self reflection and use of evidence based practice. Learning Schools Project helps you to critically evaluate evidence available so you are best placed to make decisions about using the most efficient methods to improve progress and attainment.

"I introduced the SOLO to our teacher's last half-term. We are going to start using the 'learning verbs' to support differentiation. I already have evidence of various year groups using it and it is supporting better differentiation."

(Deputy Head Teacher, Primary School)

How to Purchase Additional Educational Psychology Services

Educational Psychology support can be purchased as either:

- A 12 month contract which cover the period 1 September 2019 to the 31 July 2020 or
- 'Pay as you go'

'Pay as You Go' is available to purchase between the 1 August 2019 and the 29 March 2020. 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. The support may be delivered by a qualified Educational Psychologist, Trainee Educational Psychologist or an Assistant Educational Psychologist under the supervision of a qualified Educational Psychologist.

We have set the rates at a very competitive level compared to neighbouring authorities and independent providers and the very small increase is in line with the rate of inflation.

Basic Subscription
Up to 18
x 3 hour sessions a year
£271 per session
(Early Bird £258 per session)

Standard Subscription
Between 19 and 38
x 3 hour sessions a year
£261 per session
(Early Bird £247 per session)

Enhanced Subscription
Over 39
x 3 hour sessions a year
£256 per session
(Early Bird £242 per session)

We offer an 'Early Bird' rate to all customers if educational psychology time is purchased before the 31 March 2019. Pay as you go is charged at £278 per session.



Cost of Training

Bespoke in-house training can be negotiated with the Educational Psychology Team. Costs for this are outlined below

					
Duration	1 Hour	1.5 Hours	2 Hours	Half Day	Full Day
Cost (including planning and resources)	£250	£295	£354	£472	£885

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/Schools/CMSPage.aspx?mid=3354>. Having completed the audit, should you wish to purchase additional sessions from the EPT, complete the attached booking form and return it to the Educational Psychology Team before 31st March 2019.

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

- A staff 'clinic' where teachers bring a case and engage in consultation and action planning (1 Session).
- A two hour parent workshop to meet with your Educational Psychologist (1 Session).
- Individual assessment and report with recommendations - Assessment of a child including parent meeting, observation and individual work including write up as a formal report (2 Sessions).
- Joint observation and consultations - Joint observation with SENCo. Consultation to set goals and an action plan involving key staff, with brief written record. Review meeting at a later date including brief written record. (2 Sessions).

Agreements for MATs or Groups of Educational Settings

A Multi Academy Trust or group of educational settings may choose to purchase a block of educational psychology time for the MAT or group and maintain some flexibility as to how these days will be used across a number of settings. If this is something that you wish to do, you will need to agree which setting will be purchasing on behalf of the MAT or group and who will be responsible for liaising with the Educational Psychology Team about how the time will be allocated across the Mat or group.

Pupil Premium

Pupil Premium funding is additional government funding which is provided to raise levels of progress, attainment and aspiration of students who are either in care or in receipt of school meals.

In the 2017 to 2018 financial year, educational settings will receive between £935 (Secondary) and £1,320 (Primary) for each student registered as eligible for free school meals at any point in the last 6 years, this is set to increase in 2018-19.

You might therefore wish to consider using some of this funding to purchase Educational Psychology time to help meet the specific needs of these children and young people.

Making The Most Of Your Educational Psychology Support

It is important that you agree expectations 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 based.
- 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 central and crucial to effective EP work as they are often the person who has day to day responsibility for a child or issue. You should establish prior to any visit how 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.





Compliments, Comments and Complaints

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

If you are concerned with any aspect of the services provided by Bradford Educational Psychology Team we would encourage you to initially 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 in regards to making a compliment, comment or complaint please Telephone switchboard: 01274 432111

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

Contact Details

If you require any further information please contact:

EPT@bradford.gov.uk
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Cancellation or Rescheduling of Traded Services

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

There will be no loss of allocation of your time where more than one working days' notice is given.

If the Educational Psychologist is only made aware of the need to cancel once they have arrived in the setting, one hour will need to 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 the Educational Psychologist will reorganise 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 a refund of sessions we have been unable to honour, issued at the end of the academic year.

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