From January 2021, TRACKS has been renamed ***Medical Needs and Hospital Education Service (MNHES)*** run by Bradford Council Children’s Services. Please be assured that the remit of the work that we do remains the same; educating children and young people who cannot attend school because they are too ill and due to medical and health needs. We continue to operate from Owlet Road, Shipley and from the Airedale General Hospital and Bradford Royal Infirmary

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Manager: Hannah Whittaker** | | | |
| **Specialist Teachers** | | | |
| **Hospital Provisions (AGH & BRI)** | **Primary** | **KS3** | **KS4** |
| **Teachers in Charge:**  Sarfraz Nawaz and  Lesley Wallace | **Team Leader:**  Ruth Murney | **Team Leader**:  Mina Mistry | **Team Leader:**  Gabrielle Murray |
|  | * Helen Fox * Rebecca Cesar de Sa * Asia Aslam-Armitage * Claire Broad | * Andy Brown * Shabeena Younis * Malachy Mallon * Michelle Guinan | * Shaun Gillam * Asaf Hussain * Tina Deery * Fiona Waterhouse * Karen Selby |
| **Support Staff** | **Support Staff** | **Support Staff** | **Support Staff** |
| * Jan Vekaria (Learning Support Assistant) * Kathy Astin (Learning Support Assistant) | * Sarah Carroll (Education Engagement Worker) | * Happy Rashid (Education Engagement Worker) | * Haley Keenan (Education Engagement Worker) |
| **Business Support Management** | | **Welfare Team** | |
| Claire Wright (Business Support Manager) and Melanie Lambert-Crookes (Administrator/Receptionist) | | Ceri Forbes (Welfare Officer) and Joan Smalley (Education Engagement Worker) | |

**What you can expect from us**

* Advice prior to referral. It is always a preferred option to keep the CYP in school where possible. Please contact [mnhesoffice@bradford.gov.uk](mailto:mnhesoffice@bradford.gov.uk)
* Initial Planning Meeting prior to any education commencing
* Education to a high standard from qualified teachers whilst the CYP cannot attend school due to health needs
* Regular updates via Google Drive (email sent to the main liaison at your school)
* 6 weekly reviews focussed on reintegration and medical intervention
* Attendance at EHCP Annual Reviews

**What we expect from you**

* Detailed information to ensure we can provide the best education that meets the needs of the CYP
* Attendance at the Initial Planning Meeting
* Suitable work and resources for the CYP to ‘keep up’ with their peers in your school (this aids reintegration)
* Organising and funding transport where appropriate
* Ensuring pupils are entered for examinations and any access arrangements are made (you can organise with us for the CYP to sit their exams at Owlet Road but they must be entered under your school and you must provide invigilation)
* Organising and attending 6 weekly reviews with MNHES (the next review should always be arranged at the end of the current review). For new pupils, the first 6 weekly review will be organised at the Initial Planning Meeting
* Organising EHCP Annual Reviews
* Full cooperation in reintegrating the CYP into your school or investigating more appropriate educational provisions
* Maintaining the link between the CYP and their peers/your school

***Please be aware that the pupils stay solely on your school roll (MNHES is a provision not a school) and non-engagement will result in the CYP to be referred back to you.***