



Camden Centre
for Learning
Key Stage 3 School

The REACH Programme

CCfL KS3 School

Harmood Street

London

NW1 8DP

Phone: 020 7974 3953

INFORMATION FOR SCHOOLS 2016-17

The REACH Reintegration Programme

CCfL 2016-2017

The Reintegration Programme (at a glance):

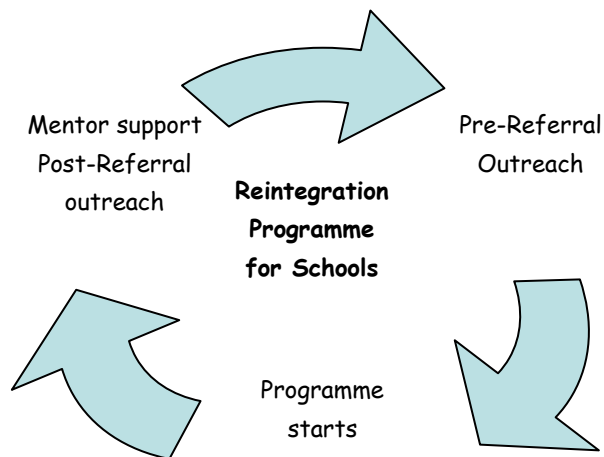
Our aim is to work in partnership with schools to provide a safe, secure and stimulating environment for students at risk of exclusion. We offer a high quality teaching and learning programme with mentoring focused on students' individual needs.

Schools identify students and referral is made by the HOY/Lead Behaviour Professional 2 weeks before the end of each half term. CCfL Lead staff process the referral and notify the school if a place can be offered to the identified student. Students, families/carers and school staff attend an induction interview during the half term the referral was made and begin the programme the following half term. The programme lasts for half a term, with students having a 3-5 week full time placement and a 2 week reintegration period. **Please see the attached document for a full list of dates for the academic year 2016-2017.**

In exceptional circumstances, students may be admitted to the REACH Programme after referral deadlines and/or for shorter intervention periods than the half term. This will depend upon availability of places and the potential for positive impact upon the student.

Placement Costs

In previous years schools bought into the Programme through the Local Authority Service Level Agreement; this is no longer in place and therefore places will be charged per referral. Costings are based on a 6 week programme and will be charged at £1,600 a place. This is based on the cost of an additional teacher and a BLSA for a 6 week programme for 6 students.



Process for referral:

1. Liaison between school and REACH staff to identify appropriate students for the programme. This may involve REACH staff being part of the Inclusion Meeting, where the student is discussed
2. Consent for referral is obtained from parents / carers
3. Identification of referring school link-worker
4. The student Passport and Risk Assessment completed in full by the referring school - see appendix
5. Details of previous support, incidents and exclusions are gathered, along with current working levels (and examples of work)
6. Referral is sent by e-mail to nina.foster.ccfl@camden.gov.uk
7. Reach referral panel meets to consider new referrals - further information may be requested from schools at this point
8. Outcomes of the Reach referral panel are e-mailed to school referrer
9. Induction meeting held at the CCfL KS3 School attended by: the student, a parent/carers, the referring school link-worker and any appropriate external support staff

Programme:

On the REACH programme, students will have access to a range of courses, support and guidance:

- KS3 national curriculum in English, Maths and Science
- PSHE and Citizenship
- Philosophy
- Humanities
- Drama
- PE activities
- Art
- Technology and Food
- Personal development and well-being
- 1-1 mentoring sessions each week, to identify barriers to learning and a range of other social/emotional needs, including:
 - Strategies for students to manage emotions
 - Strategies to improve learning behaviours and skills
 - Strategies to restore relationships and deal with conflict
- Group mentoring sessions preparing students for return to school addressing:
 - Expectations of a mainstream school
 - Action plans
 - Triggers and problem behaviours in a learning context

During placement:

- Identification of gaps in learning through passport information and during induction meeting
- Identification of needs and support which will improve progress upon reintegration
- Visit/s from the referring school

- Effective communication between the referring school staff, REACH staff and the family
- Reintegration transition plan completed for students' return to school

Reintegration and mentor support:

This can include a range of in-school support from a REACH mentor:

- In-class support if necessary
- Mentoring session
- Observation of student in lesson
- Handover of mentoring work done and further suggestions of work/support required to facilitate ongoing student progress

Post referral outreach:

Comprising of support for referring schools from Reintegration Leader and REACH staff including:

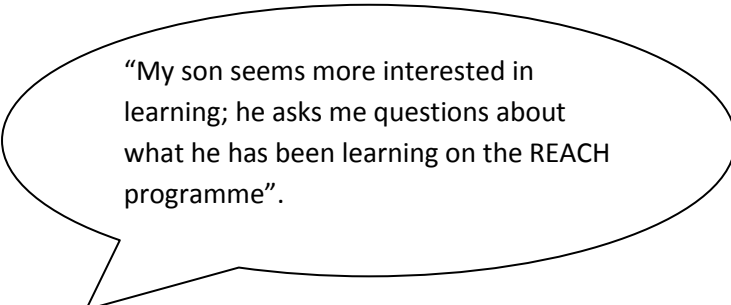
- Work with relevant staff on particular strategies to support returning students
- Written report for key members of staff
- Help in setting targets and achievable goals for returning students

The information you will get from us:

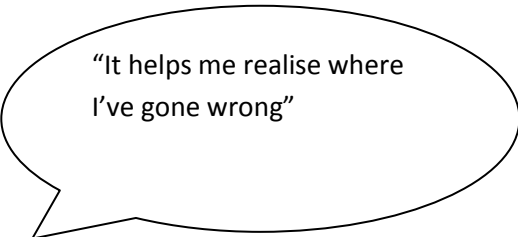
- Regular updates on students' progress.
- A review meeting - This will provide a summary of the students' progress in the weeks they have been involved in the programme.
- A transition map - This is the final report on the students' progress during the Reintegration Programme. It will include assessment levels, attendance figures, behaviour summary and recommendations for students' further development in school.

Feedback from students, families and schools

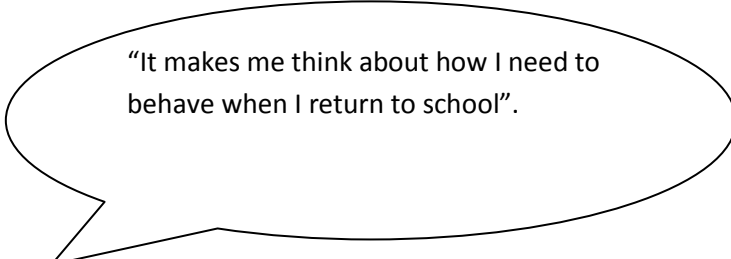
When students have completed the Reintegration Programme they return to school equipped to start their learning again. The feedback received from families, students and schools evidences students' enhanced abilities to consider what they need to do to succeed when they return to school.



"My son seems more interested in learning; he asks me questions about what he has been learning on the REACH programme".



"It helps me realise where I've gone wrong"



"It makes me think about how I need to behave when I return to school".

2016/17 CCFL REACH PROGRAMME DATES

Autumn Term dates: 2016-2017

Programme 1 (Autumn 1): 7 Weeks Monday 5th September to Friday 21st October 2016				
Referral Deadline As soon as possible	Referral Decision w/e 15 th July 2016 (REACH Panel) During this week, schools and families will be informed of decisions and interview times	Induction Interviews Beginning of Autumn Term 2016 Monday 5 th September Parents, students and school rep to attend	Review Meetings w/c 3 rd October 2016 Parents, students and school rep to attend	Reintegration Reintegration will take place in the last two weeks of the half term: w/c 10 th October 2016 : 2 days in school (half day supported by REACH) w/c 17 th October 2016 : 3 days in school (half day supported by REACH)
Programme 2 (Autumn 2): 7 Weeks Monday 31st October to Friday 16th December 2016				
Referral Deadline Friday 7 th October 2016	Referral Decision w/c 10 th October 2016 (REACH Panel) During this week, schools and families will be informed of decisions and interview times	Induction Interviews w/c 17 th October 2016 Parents, students and school rep to attend	Review Meetings w/c 28 th November 2016 Parents, students and school rep to attend	Reintegration Reintegration will take place in the last two weeks of the half term: w/c 5 th December 2016 : 2 days in school (half day supported by REACH) w/c 12 th December 2016 : 3 days in school (half day supported by REACH)

Spring Term dates: 2016-2017

Programme 3 (Spring 1): 5 Weeks

Tuesday 3rd January to Friday February 10th 2017

Referral Deadline	Referral Decision	Induction Interviews	Review Meetings	Reintegration
Friday 2 nd December 2016	<p>w/c 5th December 2016 (REACH Panel)</p> <p>During this week, schools and families will be informed of decisions and interview times</p>	<p>w/c 12th December 2016</p> <p>Parents, students and school rep to attend</p>	<p>w/c 23rd January 2017</p> <p>Parents, students and school rep to attend</p>	<p>Reintegration will take place in the last two weeks of the half term:</p> <p>w/c 30th January 2017: 2 days in school (half day supported by REACH)</p> <p>w/c 6th February 2017: 3 days in school (half day supported by REACH)</p>

Programme 4 (Spring 2): 6 Weeks

Monday 20th February to Friday 7th April 2017

Referral Deadline	Referral Decision	Induction Interviews	Review Meetings	Reintegration
Friday 27 th January 2017	<p>w/c 30th January 2017 (REACH Panel)</p> <p>During this week, schools and families will be informed of decisions and interview times</p>	<p>w/c 6th February 2017</p> <p>Parents, students and school rep to attend</p>	<p>w/c 20th 2017</p> <p>Parents, students and school rep to attend</p>	<p>Reintegration will take place in the last two weeks of the half term:</p> <p>w/c 27th March 2017: 2 days in school (half day supported by REACH)</p> <p>w/c 3rd April 2017: 3 days in school (half day supported by REACH)</p>

Student Information Passport

Please complete all sections and/or attach and refer to relevant other documents

Last name:		First name:		Date of birth:			
Home address:				Year group:			
Telephone:				Ethnicity:			
				1 st Language:			
				EAL Stage:			
Parents / carers				Language used in home:			
Name:		Name:		Free School Meals (Y/N):			
Relationship:		Relationship:		Looked After Child (Y/N):			
Who else lives in the home:							
Reason for referral / transfer request:							
National Curriculum Levels (date:)		English	Maths	Science	ICT	Art/DT	PE
Tests: Key Stage (Please ✓) 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>							
Teacher assessments:							

	Period	%	Period	%	Period	%
Authorised absence						
Unauthorised absence						
Lateness						
Exclusions (reason)			Type	Sessions	From	To

Medical information:			
Name and Address of GP:			
<u>Special Educational Needs and Disabilities:</u>			
Code Of Practice Stage: (Please ✓) School Action <input type="checkbox"/> School Action Plus <input type="checkbox"/> Statement <input type="checkbox"/>			
Category (Primary = 1, secondary = 2 etc) Learning <input type="checkbox"/> Communication <input type="checkbox"/> Sensory <input type="checkbox"/> Physical <input type="checkbox"/> SEBD <input type="checkbox"/>			
Current provision:			
Previous in- and out-of-school interventions	From	To	Outcome

Preferred learning styles (what has worked well in school and what has not)
Barriers to learning (e.g. poor communications skills / emotional needs / attention difficulties)
Interests / out of school activities / membership of clubs:
Favourite lessons:

Future Pathways / Career Aims / Ambitions:

Please also comment on the following:

Family relationships:

Peer relationships:

General well-being:

Alert for possible health and safety risk assessment

Is there any indication that the student could present a risk to self or others? (Y/N):
(If 'yes' please give details, including nature and level of risk, and suggested management):

Involvement of Safeguarding and Social Care

Details	From	To	Contact

Involvement of other agencies (e.g. EWS, Behaviour Support, Youth Offending, Health, Housing, Psychology, etc.)

Agency	From	To	Contact

Please list all other relevant plans attached and/or referred to in this document. (e.g. CAF, IEP, Risk Assessment, ASSET, Resettlement plan etc.)	Date	Attached (✓)

Please supply any other information you have that may support the pupil's transition:

Name of person(s) completing this document	Date	Signature

Name of school / setting:

Induction - Risk Assessment Form

How to complete The Risk Grid:

Perform a calculation for every risk listed in the Risk Assessment Table (following page)

1) LIKELIHOOD:

How LIKELY is it that the risky event will occur?

Rare, Unlikely, Possible, Likely?

2) SEVERITY

How SEVERE would the consequence of such an event be?

Insignificant, Minor, Moderate, Significant, Severe?

RESULT: You will then have a number and colour which denotes Level of Risk for each risk.

Risk Grid:

		Severity of CONSEQUENCE of event occurring				
		Insignificant	Minor	Moderate	Significant	Severe
LIKELIHOOD of event occurring	Highly Unlikely	1	2	3	4	5
	Unlikely	2	4	6	8	10
	Possible	3	6	9	12	15
	Likely	4	8	12	16	20
	Almost Certain	5	10	15	20	25

1-4	Very Low Risk (Green)
5-11	Low Risk (Yellow)
12-16	Medium Risk (Orange)
17-25	High Risk (Red)

RISK ASSESSMENT

Calculate current level of risk using grid.

Any scores in the Medium or High range (from 12-25) please complete a SAFETY PLAN

HISTORY OF RISK TO SELF OR OTHERS <u>FROM YOUNG PERSON</u>	Risk Number (1-25)	12 or above?	Complete Safety Plan
Risk of substance misuse		Y / N	
Risk of alcohol misuse		Y / N	
Risk of eating difficulties (such as avoidance of food, allergies)		Y / N	
Risk of self-neglect		Y / N	
Risk of sexualised behaviour		Y / N	
Risk of being vulnerable to coercion		Y / N	
Risk of suicide attempts / suicidal ideation		Y / N	
Risk of self-harming behaviour		Y / N	
Risk of violence in school		Y / N	
Risk of physicality in school (toward staff or other students)		Y / N	
Risk of physicality on activities (toward staff, students or the public)		Y / N	
Risk of absconding from school		Y / N	
Risk of absconding when on activities		Y / N	
Risk of threatening / intimidating behaviours in school		Y / N	
Risk of threatening / intimidating behaviours when on activities		Y / N	
Using objects to inflict harm to other (incl. weapons)		Y / N	
Risk of racist language		Y / N	
Risk of homophobic language		Y / N	
Risk of involvement in gangs		Y / N	
Risk of involvement in criminal activity		Y / N	
Risk of experiencing anxiety		Y / N	
Risk of experiencing low mood / depression		Y / N	
Risk of experiencing dissociative states		Y / N	
Risk of other mental health problems (please specify _____)		Y / N	
Any other risk to self/others		Y / N	
Risk of being bullied / victimised		Y / N	

HISTORY OF RISK TO THE YOUNG PERSON <u>FROM OTHER PEOPLE</u>	Risk Number (1-25)	12 or Above?	Complete Safety Plan
Risk of physical abuse		Y / N	
Risk of neglect- WITH SAFEGUARDING -FSSW		Y / N	
Risk of sexual abuse / being sexually exploited- ON CATSE		Y / N	
Risk of emotional abuse		Y / N	
Risk of being bullied		Y / N	
Parental substance misuse		Y / N	
Parental mental health difficulties	-	Y / N	

Is a SAFETY PLAN needed?	
<p>If a Safety Plan is needed please complete the Staff Safety Plan Form with members of staff who know the young person.</p> <p>Then complete the Pupil Safety Plan with the young person (and a carer if risk is in the HIGH range 20-25).</p>	<p>Completed?</p> <p>Staff SP? <input type="checkbox"/> YES</p> <p>Pupil SP? <input type="checkbox"/> YES</p>

SAFETY & RISK MANAGEMENT PLAN	
<p>Has the Safety Plan been discussed with....</p> <p>1) Young Person Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>2) Parent/Carer Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>3) Social Worker Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>4) Other external agencies (as appropriate) Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Were the benefits and risks of the Safety Plan discussed? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Comments:</p>	
<p><i>Name and role of the assessor:</i> _____</p> <p><i>Person responsible for monitoring:</i> _____</p> <p><i>Review Date:</i> _____</p>	