



Getting it right for every child at Leith Academy



Rationale

Getting it right for every child at Leith Academy is about improving outcomes for our students through clear support structures which identify need and allow for appropriate and individual planning to help young people. Underpinning the procedures are the Core Components and Values and Principles which closely reflect those of the City of Edinburgh Council.

The GIRFEC model provides an integrated approach which enables children's needs to be identified early, assessed and any necessary action taken, including, where appropriate, referral to support services. It is solution focussed and inclusive in all its dealings with young people and their parents/carers. The Child Planning Meeting is a multi-agency forum whose aim is to promote social inclusion and to raise educational standards by planning appropriate curricular and care strategies to support a child/young person.

Core Components

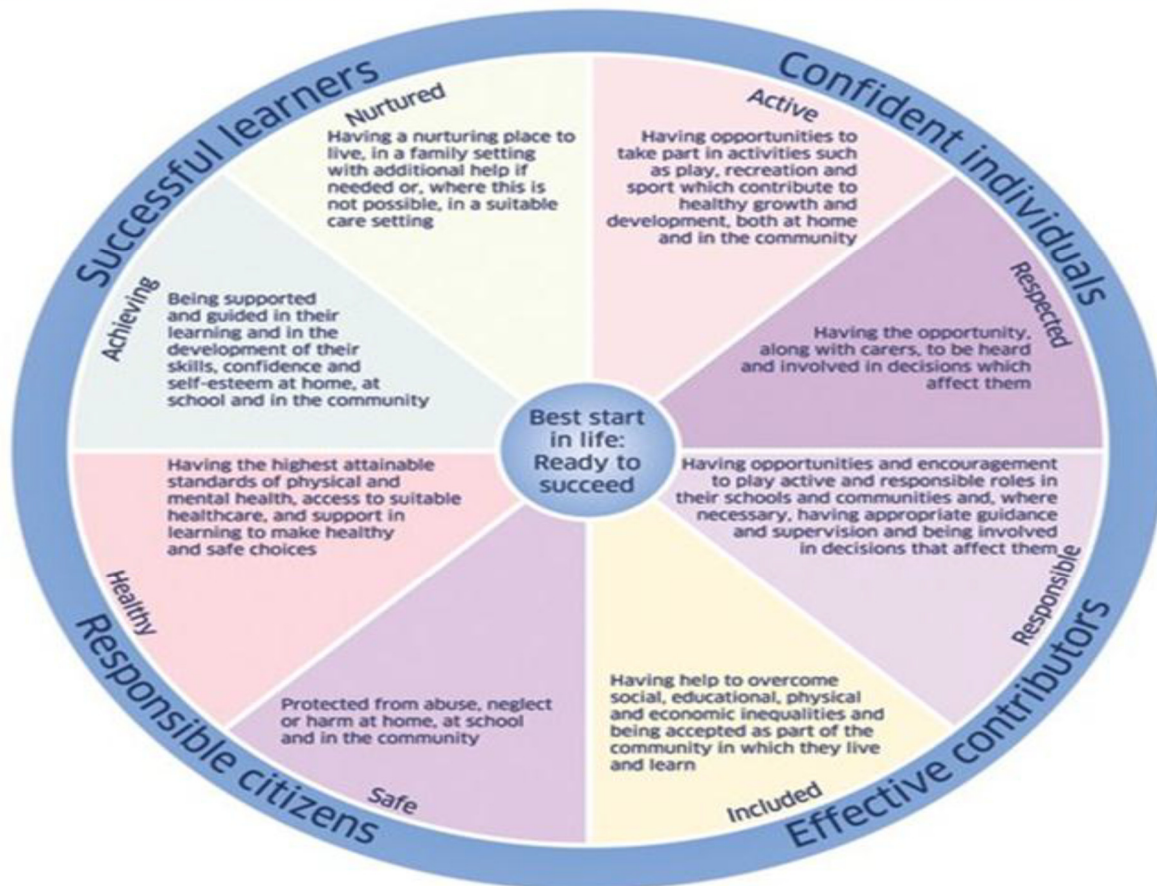
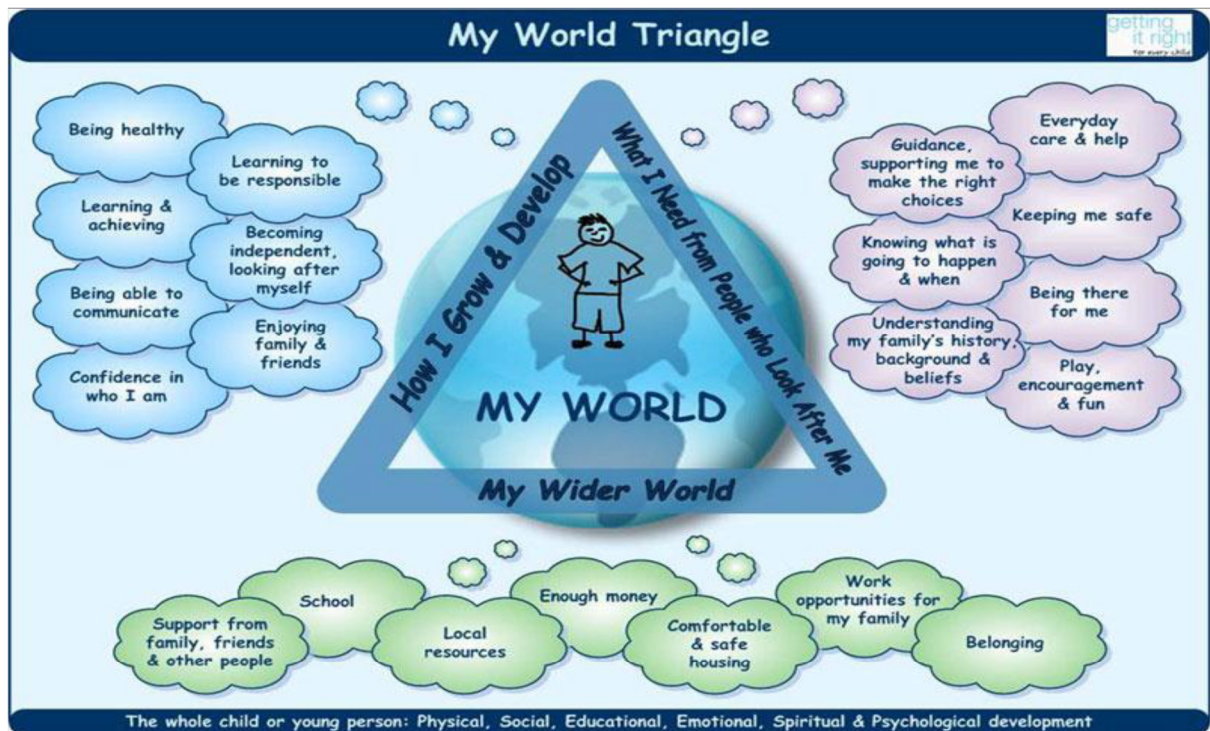
- Consent and Information Sharing
- Integral Role for Children
- Use of the National Practice Model
- Streamlined Processes
- Identification of Named Person and Lead Professional
- Joint Working and Communication with outside agencies
- Universal Services to Address Concerns at the Earliest Point

Values and Principles

- Putting the child at the centre
- Taking a whole child approach
- Building on strengths and promoting resilience
- Promoting the well-being of individual children and young people
- Keeping children and young people safe
- Supporting informed choice
- Working in partnership with families
- Respecting confidentiality and sharing information
- Promoting opportunities and valuing diversity
- Providing additional help that is appropriate, proportionate, timely
- Promoting the same values across all working relationships
- Making the most of bringing together each worker's expertise
- Co-ordinating help
- Building a competent workforce to promote children and young people's well-being

Student Wellbeing

All staff have a responsibility for the wellbeing of students as reflected in the Wellbeing Triangle and Circle shown below.



Procedures

Child Planning at Leith Academy follows the framework provided by the GIRFEC Pathways to Support framework.

If a member of staff has concerns about the wellbeing of a young person they must complete the well-being concern form and pass it on to either the appropriate House Head or the Designated Member of Staff. (Mrs Fair)

Please note: All possible Child Protection concerns must be dealt with immediately and procedures followed as outlined in the Child Protection Policy.

If there are several concerns and/or referrals from members of staff, after discussion at weekly House/depute meetings, the PSL may choose to refer to the PSG where support from Pathway 1 and 2 will be sought. The pupil will then be discussed and a decision made as to whether a Child Planning Meeting (CPM) should be held.

If there are serious concerns about a student and they have progressed through the available supports at Pathway 1 and 2, following discussion between the House Head and Depute at House Meetings, the student and their family, an Assessment of Need form would be completed and the procedures listed below will be followed:

- The named person, either the student's Pupil Support Leader, or the Lead Professional if one is already allocated (normally Social Work) seeks permission from the student's parents to hold a Child Planning Meeting (CPM). This is then confirmed by letter.
- *The PSL or Lead Professional (as appropriate) completes an electronic Assessment of Need Form*
- Supported by either the Named Person or Lead Professional the student will complete a "My Views" form. The parent will complete the "Parent's Views Form. These will be copied, along with the Assessment of Need, and distributed at the CPM.
- A CPM is called. The meeting will include the Core Team involved with the pupil from within the school, any involved external professionals, the parents/carers and the student.
- At the first meeting if there are no allocated workers a Lead Person will be identified, normally the PSL but possibly the SFL depending on the particular needs of the student, who will organise all the paper work and co-ordinate further meetings as necessary.
- At CPM the case is discussed and the Child's Plan is completed with action points. A review meeting may be arranged at this point.
- The minute is sent out to the Core CPM Group and to the parents/carers and the student.
- Review CPM's will normally take place after 6 weeks or at the discretion of the Named The Named Person or Lead Professional will update the Assessment of Need and arrange for a minute of the meeting to be taken to update the Child's Plan.

Rational of CPM's at Leith Academy

Leith Academy operates under the same principles as outlined by the City of Edinburgh Council Guidelines for Pupil Support Groups.

- The welfare of the child is paramount in all decision making
- The views of the child must be taken into account
- The upbringing of children by their own parents is to be promoted and supported
- Parents have specific responsibilities towards their children

PSG Membership

A Pupil Support Group meeting is scheduled fortnightly where pupils are discussed to meet their needs and discuss concerns. The role of the PSG is to assess, recommend appropriate strategies, identify appropriate resources and help co-ordinate supports.

Core Group

Depute Pupil Support
Support for Learning Leader
Pupil Support Leaders
Education Welfare Officer
School Nurse
Representative from CAMHS (if available)
Educational Psychologist
School Link Officer
Centre staff
Citadel
YMCA
Social Work representative – Brian Henderson