



Outreach Team

Last update – September 2018

As part of our work to raise and sustain attendance we have an Outreach team.

The ultimate aim for this work is for a student to return to full time education within school.

Why does the Outreach team become involved?

Outreach work is offered to students who are missing school for the following reasons:

- Not in school following a long-term illness
- Not in school following a medical procedure
- Not in school due to an ongoing medical condition, including palliative care and/or outpatient treatments
- Not in school due to mental health reasons.

The Outreach team will work with that student for as long as is needed.

The Aims of the Outreach work:

Although the ultimate aim for all students is to return to full time education within school, there may be other additional outcomes, such as:

- To provide students with interaction, socialisation, stimulation and education
- To develop and maintain and maintain parental links.

Please also see 'Hazelbeck school procedure for Outreach' below.

Outreach team:

- Charlotte Bray – Assistant Head and Lead for Outreach Work
- Saika Shaheen – Parental Involvement Worker
- Vikki Ullah- Attendance Officer
- Staff member(s) from student's class team

Hazelbeck School Procedure for Outreach

5 days absence- Vicki to alert CB



CB to discuss with class teacher to arrange Outreach within the next school week



Class teacher to **plan sessions, set outcomes, create progress sheets** and organise resources for outreach sessions and **staff member(s)** from class team to be identified



Initial visit to family home to take place with staff member and Vicki U/ Saika- risk assessment and home-school agreement to be completed and **Outreach visit form** to be completed



Outreach **visits to take place** a maximum of 5 hours per week (2 sessions) and Outreach visit form to be completed after each visit. Targets to be reviewed at regular intervals.



Monitoring: Vikki U to keep in contact with family and CB to monitor visit forms to check whether any further action needs to take place e.g. meetings with family, referral to ESW, Early Help, CAMHS etc.



Monitoring over time- if situation does not change, then meeting with family/ multi-agency to take place to discuss possibilities of further assessment and support.