Early Help Service

Information Report

Member of Staff Responsible:	S Hodson, Early Help Manager
Date policy was previously approved:	July 2020

Agreed by:

J Horton Chair of Governors	July 2020
B Riggott Headteacher	July 2020

Statement of Intent

1. Early Help Team
2. Identification and assessment of the needs of children and families in our area
3. Summary of Early Help Services
4. Parkside Community School Early Help Service
5. Tracking and monitoring of allocated Early Help Service
6. Sharing of Information
7. Accessing Early Help and contact information

Appendix 1: Derby City and Derbyshire Threshold Document – Threshold table.

Statement of Intent

Parkside Community School is committed to supporting all children, young people and families to be safe and healthy. To do this, we introduced an Early Help Service that has a defined intent, implementation strategy and review of impact that informs continual adjustments to meet the needs of all children and young people who attend our school and their families. Through targeted support, we will ensure children, young people and their families make considered decisions in line with the school's values of **caring** about the **choices** they make that will shape their **future** success.

Through inter-agency working we aim to ensure all children, young people and families are able to, regardless of any disadvantages they may face, build the knowledge, skills, resilience and independence to lead safe and healthy lives.

To deliver an effective Early Help Service, we operate in accordance with the *Children and Families Act (2014)* and *Working Together to Safeguard Children (2018)* statutory guidance.

Parkside Community School Early Help Service aims to:

- Identify children and their families who would benefit from Early Help Services by using Derby and Derbyshire thresholds.
- Undertake an assessment of the need for Early Help using the Derby and Derbyshire approved Early Help Assessment guidance.
- Provide targeted Early Help Services to address the assessed needs of a child and their family which focuses on activity to improve the outcomes for the child.
- Share Early Help Service information proactively and effectively meeting the need to promote the welfare and protect the safety of children in line with General Data Protection Regulation (GDPR) and *Data Protection Act (2018)* principles.

Our Early Help Service is underpinned by statutory information and guidance issued by Derby and Derbyshire Safeguarding Children Partnership.

All teaching and non-teaching staff are expected to deliver a solid foundation of support on which our Early Help Service is delivered and includes:
- accessible curriculums and pastoral systems
- quality first teaching
- build positive and informed relationships
- engage in collaborative ways of working with children, young people and families.

The impact of our Early Help Service is reviewed and reported on a weekly basis to Senior Leaders and termly to the Governing Body. External quality assurance is provided by Derby and Derbyshire

Early Help Advisory Team. Our Early Help Service features as an annual staff INSET item to ensure all staff understand the intent, implementation and impact of the service and contribution they make to its delivery.

1. Strategic Early Help Team

The Strategic Early Help Team is part of the Parkside Support Centre and consists of:

Role	Member	Summary of responsibilities
Governor	Mr J Kelly	Accountability and Impact
Strategic Lead	Mr D Mills	Deputy Headteacher, Strategic Impact and Intervention, SENCO School Tel: 01246 273458
Strategic Lead	Mr G Dearman	Director of Pastoral Care, Designated Safeguarding Lead (DSL) School Tel: 01246 273458
Strategic Lead	Mrs S Hodson	Early Help and Safeguarding Manager - Strategic Intent and Early Help Offer Manager. Deputy Designated Safeguarding Lead. **Designated Senior Lead and contact for Starting Point** **Mobile Tel: 07538 411429** School Tel: 01246 273458
Early Help Officer	Mrs D Michell	Operations lead on Early Help Assessment and Early Help Support. **Deputy contact for Starting Point** **Mobile Tel: 07538 411429** School Tel: 01246 273458

2. Identification and assessment of the needs of children and families area

Our Early Help Service uses the Derby and Derbyshire Safeguarding Children Partnership approved Early Help Assessment Tool to assess the needs of all children, young people and families. Through inter-agency working, that proactively builds relationships and communications protocols with schools and external agencies, we aim to ensure all children, young people and families are able to, regardless of any disadvantages they may face, build the knowledge, skills, resilience and independence to lead safe and healthy lives.

The **Early Help Strategic Team** meets weekly to triage new cases and review current ones.
An example of the tracking system used by the team can be found in Section 5.

The Early Help Strategic Team comprises of:

Role	Member	Summary of responsibilities
Strategic Lead	Mr D Mills	Deputy Headteacher, Strategic Impact and Intervention, SENCO
Strategic Lead	Mr G Dearman	Director of Pastoral Care, Designated Safeguarding Lead (DSL)
Strategic Lead	Mrs S Hodson	Early Help and Safeguarding Manager - Strategic Intent and Early Help Offer Manager, Deputy Designated Safeguarding Lead
Early Help Officer	Mrs D Michell	Operations lead on Early Help Assessment and Early Help Support

Early Help Administrator	Mrs L Clewes	Administration of Early Help Academic and Pastoral Provision
Guests invitations as appropriate to the agenda:		
Pastoral Manager	Mr A Millan	Pastoral Manager
Director of Teaching	Mrs L Asher	Director of Teaching including school curriculum, schemes of learning and quality first teaching.
Director of Mathematics	Mr J Havard	Director of Academic Intervention

The identification of need may be categorised as one of the following four thresholds:

Category of need	Lead Person(s)	Actions
Universal ⬇	Early Help and Safeguarding Manager Early Help Officer	**Parkside Early Help Wave 1** Low Level
Emerging need ⬇	Early Help Officer and Safeguarding Manager	**Parkside Early Help Wave 2** Emerging Support
		Submit Starting Point referral Call Derbyshire
Intensive ⬇	Starting Point	Parkside Early Help Assessment Team Around Family (TAF) Graded Care Profile DCC Early Help Team deployed
Specialist	Social Services	Single Assessment Child in Need Child Protection Looked After Child

Further information about each threshold can be found in *Appendix 1: Derby City and Derbyshire Threshold Document – Threshold table.*

3. Summary of Early Help Services

Following the identification of children, young people and their families who would benefit from Early Help Services, targeted support is then allocated to meet the needs identified. Our Early Help Service is structured to offer three categories of support:

Routines for Learning
Health and Wellbeing
Support Services

Each of the above categories contains a number of support services that can be accessed by the child, young person and family. Safeguarding support is in place for all three categories.

4. Parkside Community School Early Help Service

Summary of Early Help Services

Routines for Learning	Health and Wellbeing	Support Services
1. Attendance 2. Self-discipline 3. Cognition 4. Communication 5. Curriculum Provision 6. SEND 7. Transition	8. Social 9. Emotional 10. Mental 11. Sexual 12. Physical 13. Substance Abuse	14. Parenting 15. Financial 16. Homelessness 17. Separation 18. Domestic Violence 19. Bereavement 20. Relationships 21. Looked After Children 22. Radicalisation and Extremism

Safeguarding

Services that a child, young person and/or family may access

Routines for Learning intervention summary	Health and Wellbeing intervention summary	External Environment intervention summary
1. Attendance 1.1 Daily text reminder 1.2 Attendance Panel 1.3 Prosecution 1.4 Attendance Support graduated response 1.5 School Nurse **2. Self-discipline** 2.1 Routines for Learning Tutor 2.2 Parental meeting 2.3 Behaviour contract 2.4 Homework club 2.5 DCC Behaviour Support 2.6 TAPS 2.7 Police Community Support Officer 2.8 Youth Offending Team **3. Cognition** 3.1 Educational Psychologist 3.2 Catch-up Literacy 3.3 Catch-up Numeracy 3.4 Reading Age Test 3.5 Dyslexia Test **4. Communication** 4.1 Art Expression Facilitator 4.2 Music Expression Facilitator 4.3 School Pastors **5. Curriculum Provision** 5.1 Literacy Tutor 5.2 Numeracy Tutor 5.3 Extra-Curricular Provision 5.4 Modified Timetable 5.5 Part-time Timetable 5.6 OOST **6. SEND** 6.1 GRIP 6.2 Education Health Care Needs Assessment/EHCP 6.3 Teaching Assistant Support 6.4 Assistant SENCO intervention 6.5 Autism Outreach **7. Transition** 7.1 LAIYT 7.2 Managed Move 7.3 Work Pays 7.4 Employability	**8. Social** 8.1 Parkside Support Centre 8.2 School Pastors 8.3 Extra-Curricular Provision 8.4 Community activities **9. Emotional** 9.1 Parkside Support Centre 9.2 School Pastors 9.3 School Nurse 9.4 Build Sound Minds 9.5 Digital Signposting Apps (WhatsUp, Healthy Young Minds, Kooth) 9.6 Art Therapy 9.7 Music Therapy 9.8 Anger Management 9.9 Space4U **10. Mental** 10.1 School Pastors 10.2 School Nurse 10.3 Educational Psychologist 10.4 Core CAMHS 10.5 CAMHS Specialist Community Advisor 10.6 CAMHS Urgent Care Team 10.7 Tavistock (Gender identity clinic) 10.8 Build Sound Minds 10.9 Digital Signposting Apps (WhatsUp, Healthy Young Minds, Kooth) **11. Sexual** 11.1 School Nurse 11.2 Sexual Health Clinic 11.3 Sexual Violence (SV2) 11.4 Derbyshire LGBT Plus 11.5 Digital Signposting Apps (WhatsUp, Healthy Young Minds, Kooth) 11.6 Call Derbyshire **12. Physical** 12.1 School Nurse 12.2 First Steps 12.3 Accessibility Plan 12.4 Fitness Suite 12.5 Healthy eating 12.6 Extra-curricular sports **13. Substance Abuse** 13.1 Change, Grow, Live 13.2 School Nurse 13.3 Starting Point	**14. Parenting** 14.1 Parkside Support Centre 14.2 DIASS 14.3 Local Offer signposting 14.4 Positive Parenting 14.5 Parents' Evening 14.6 Police Community Support Officer 14.7 Team Around the Family (TAF) **15. Financial** 15.1 Citizens Advice Bureaux 15.2 Food Bank 15.3 Disadvantaged funding 15.4 Uniform **16. Homelessness** 16.1 Citizens Advice Bureaux 16.2 Chesterfield Housing 16.3 Starting Point referral **17. Separation** 17.1 Parkside Support Centre **18. Domestic Violence** 18.1 Parkside Support Centre 18.2 Elm Foundation 18.3 Women's Refuge 18.4 Starting Point referral **19. Bereavement** 19.1 Art Expression Facilitator 19.2 Music Expression Facilitator 19.3 CRUISE self-referral 19.4 Parkside Support Centre **20. Relationships** 20.1 School Pastors 20.2 Parkside Support Centre 20.3 Extra-Curricular Provision 20.4 Police Community Support Officer **21. Looked After Children** 21.1 Virtual School 21.2 Social Care 21.3 Disadvantaged funding **22. Radicalisation and Extremism** 22.1 PREVENT referral 22.2 Extra-Curricular Provision 22.3 Police Community Support Officer

◄ Safeguarding ►

☐ Risk Assessment   ☐ CRSE Toolkit
☐ Call Derbyshire
☐ Starting Point

5. Tracking and monitoring of allocated Early Help Service

DCC Level 1 – Universal – Open to access provision	DCC - Level 2 Emerging Needs	DCC - Level 3 – Intensive		DDC – Level 4 – Specialist	
Parkside Early Help Wave 1 **Low Level**	**Parkside Early Help Wave 2** **Emerging Support**	**Parkside Early Help Wave 3** **Early Help Assessment, Team Around Family (TAF)** **Starting Point** **Call Derbyshire** **Vulnerable Child Meeting (VCM)**	**Child in Need (CIN)**	**Child Protection**	**Looked After Child**

Parkside Early Help Wave 1 – Low Level

Pupil	Provision
Pupil name and Year	10.1
Pupil name and Year	9.8
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1, 9.7
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	10.1
Pupil name and Year	4.2
Pupil name and Year	1.4
Pupil name and Year	1.4
Pupil name and Year	1.4
Pupil name and Year	1.4

Parkside Early Help Wave 2 – Emerging Support

Pupil	Provision
Pupil name and Year	5.5, 6.2
Pupil name and Year	5.5, 10.4
Pupil name and Year	5.1, 5.2, 5.5, 6.2, 14.2, 18.2
Pupil name and Year	5.6, 5.5, 6.5 10.4, 14.2
Pupil name and Year	5.1, 5.2, 5.5, 10.4,
Pupil name and Year	5.1, 5.2, 5.5, 10.4
Pupil name and Year	5.6, 5.5, 10.4
Pupil name and Year	5.1, 5.2, 5.5
Pupil name and Year	5.1, 5.2, 5.5, 10.4
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	10.1, 10.2
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	10.2
Pupil name and Year	11.3
Pupil name and Year	18.2
Pupil name and Year	9.8, 10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.4
Pupil name and Year	10.7

Parkside Early Help Wave 3

Early Help Assessments

Pupil	Completed	Outcome	Other Provision
Pupil name and Year	Pending		10.4, 10.1 10.4
Pupil name and Year	Pending		2.8
Pupil name and Year	Pending		10.1
Pupil name and Year	Pending		6.3,6.4

Team Around the Family (TAF)

Student	Actioned	Outcome	Other Provision
Pupil name and Year			10.1, 14.7

Call Derbyshire

Pupil	Actioned	Outcome	Other Provision
Pupil name and Year	3-10-19	No action	10.4, 20.4

Starting Point

Student	Actioned	Outcome	Other Provision
Pupil name and Year	30-01-20	Social Worker	

Child in Need (CIN)

Pupil	Other Provision
Pupil name and Year	10.1, 1.4
Pupil name and Year	
Pupil name and Year	1.4, 5.5
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	5.1, 5.2, 5.5

Child Protection

Pupil	Other Provision
Pupil name and Year	10.1, 9.9
Pupil name and Year	
Pupil name and Year	10.1
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	10.1
Pupil name and Year	10.2
Pupil name and Year	
Pupil name and Year	10.2

Looked After Child

Pupil	Provision
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	
Pupil name and Year	6.2, 6.3
Pupil name and Year	5.1, 5.2, 5.5, 10.4,
Pupil name and Year	10.7

6. Sharing of Information

In order to meet the need to promote the welfare and protect the safety of children in line with General Data Protection Regulation (GDPR) and Data Protection Act (2018) principles, Parkside Community School is committed to sharing Early Help Service information proactively and effectively. We are committed to implementing rigorous recording, storage and information sharing protocols and accept that failure to do so can contribute to ineffective safeguarding of children and young people.

7. Accessing Early Help

Should children, young people and/or families need to access our Early Help Service or have any questions they should contact:

Role	Member	Summary of responsibilities
Strategic Lead	Mrs S Hodson	Early Help and Safeguarding Manager - Strategic Intent and Early Help Offer Manager. Deputy Designated Safeguarding Lead. **Designated Senior Lead and contact for Starting Point** **Mobile Tel: 07538 411429** School Tel: 01246 273458
Early Help Officer	Mrs D Michell	Operations lead on Early Help Assessment and Early Help Support. **Deputy contact for Starting Point** **Mobile Tel: 07538 411429** School Tel: 01246 273458

8. Complaints Policy

Should families wish to lodge a complaint in relation to the Parkside Community School Early Help Service please see the *'Complaints Procedure for External Complaints about the actions of school staff'* policy located on the school website.

Appendix 1: Derby City and Derbyshire Threshold Document – Threshold table.

This table is intended to give an indication of thresholds through examples. It is NOT a definitive list and a professional judgement informed by relevant assessment must be applied when deciding the level of intervention when and where to refer.

Levels and Referral Routes	Needs	Suggested Services	Outcome
Level 1 Universal Open access to provision	Unborn babies/ children/young people and families who live in the area have core needs such as parenting, health and education and may need help to access services. Low level concerns regarding radicalisation/ extremism and channel processes identify support via universal services.	• Early years • Education providers • Primary health care, GPs, health visitors, school nurses, maternity services • Housing • Community health care • Community and children's centres • Leisure services Children are supported by their family and in universal services to meet all of their needs.	Unborn babies, children and young people make good progress in most areas of development.
Level 2 Emerging Needs Co-ordinated support from more than one agency needed to meet unborn baby/child and family needs. The assessment and support is co- ordinated by a service and/ or people who know the child/ family best. The Early Hel process is used with an assessment, and a clear plan for review to ensure that the help on offer is making a difference.	Unborn babies/ children/young people and families with additional needs who would benefit from or who require extra co- ordinated help to improve education (including home education or any other specialist education provision), parenting and/or behaviour, or to meet specific health, development or emotional needs or to improve their material situation. This will identify children at low risk of exploitation e.g. sexual, financial, emotional and criminal.	•Parenting support •Support for families with disabled children, with consideration of siblings needs •Family Nurse Partnership •Extra health support for family members via GP, voluntary sector •Behavioural support •Early Help offer to schools for targeted group work and educational programmes •Housing/ tenancy support	The life chances of unborn babies, children, young people and families will be improved by offering additional co- ordinated support preventing an escalation to statutory services.

| This would be co-ordinated and managed by a Lead Practitioner from one of the agencies providing support i.e. early years, schools, health or community/ voluntary sector. | Concerns about extremism/ radicalisation where Channel processes identify there are additional support needs. | • Additional learning support
• CAMHS tier 2 support to schools
• Derbyshire Fire and rescue service input i.e. safe and well check
• SEN support and help to find education and employment
• Speech and language therapy
• Children's centres and targeted youth work
• Services provided on a voluntary basis to families (these may be offered by volunteers and/or commissioned through a voluntary organisation
• Adult and young peoples' substance misuse services
• Young carers | |

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Level 3 Intensive	Unborn babies, children, young people and their families with multiple needs or whose needs are more complex, such as children and families who:	Due to the complexity of needs, especially around behaviour and parenting, a shared multi-agency assessment and co-ordinated plan is developed with the family.	The life chances of unborn babies, children, young people will be significantly impaired without co- ordinated multi-agency support.
Access requires the completion of an online referral form and /or the completion of an early help assessment to local authority children's services. An Early Help or Social Care Single Assessment would be completed with the family and a child's plan would be developed if required following the assessment. The Lead Practitioner will usually be from Local Authority Children's Services via Early Help Teams, Multi Agency Teams or Social Care.	• Have a disability resulting in complex needs • Exhibit anti-social or challenging behaviour, including the expression of radicalised thoughts or intentions. • Where there are concerns about radicalisation or extremism with concerning additional features and risk is increased due to additional vulnerability (alongside Channel processes) • Have experienced neglect or poor family relationships • Have poor engagement with key services such as school and health • Are not in education or work long term • This will include children at medium risk of exploitation e.g., sexual, financial, emotional and criminal.	The assessment and plan is usually led by the lead practitioner from Children's Services. The service is provided ONLY with the consent of the parents/ carers. A wide range of services might be involved in meeting the child and family's needs, e.g. CAMHS, adult mental health, adult or young peoples' drug/alcohol team, domestic abuse services or local authority disabled children's service.	

| Level 4 Specialist

Access is mainly via completion of an online referral form, unless immediate Child Protection concerns when a telephone referral should be made. | Unborn babies, children and young people who have suffered or are likely to suffer significant harm as a result of abuse or neglect.

This will include children at medium to high risk of exploitation e.g. sexual, financial, emotional and criminal.

Also:
Those at risk of
• female genital mutilation (FGM), honour based violence and forced marriage
• impairment of function /learning and/ or life limiting illness
• Children whose parents and wider family are unable to care for them
• Families involved in crime/misuse of drugs and/or alcohol/ domestic abuse at a significant level
• Families with significant mental or physical health needs
• Children whose care is significantly affected by parental involvement in terrorist ideology or activities where the child is likely to suffer harm by their own involvement in extremism | Children's social care
• Youth offending service
• Criminal justice system
• CAMHS tier 3 and 4
• In-patient and continuing health care for a child or parent
• Drug and alcohol services for adults and young people
• Fostering and residential care
• Health care for children with life limiting illness
• Services for children with profound and enduring disability
• Referrals have to be made to services with the power to undertake statutory voluntary or non-voluntary intervention and services with specialist skills | Unborn babies /children/ young people whose development would be significantly impaired if services are not provided.

Unborn babies /children/ young people are likely to suffer significant harm/removal from home/ serious and lasting impairment without the intervention of specialist services, very often using their statutory powers |
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