

Involvement of Outside Private Professionals by Parents

A concern is raised by, the parent, child or teacher which the parents feels needs to be investigated.

A discussion is arranged with the INCo to discuss the concern.

The INCo can use assessment materials to assess the concern and make recommendations to the parents and class teacher. The INCo cannot diagnosis a SEN but can make recommendations based on the areas of need identified.

A referral can be made to a Local Authority Service for further investigations to be carried out.

A letter or information pack may be prepared by the INCo and Class Teacher for the child's GP asking for a referral to be made to a medical professional. This will always be shared with the parent prior to being sent and parents should follow this up with an appointment to discuss the concerns in the letter as soon as possible. (The school are unable to refer to medical professionals without the support of a GP)

The parents feel that the area of concern requires a diagnosis to ensure ongoing support for their child. (ie a dyslexia diagnosis) and this cannot be carried out via the local authority. (Please note that the school operates in a dyslexia friendly way and the majority of recommendations that come with a diagnosis of dyslexia are already in place in school)

The parents feel that the local authority service is taking too long or is not comprehensive enough and would like to speed up the process by having an assessment carried out privately. (We would encourage all parents to remain on the waiting list for an local authority appointment even if engaging private professionals)

The parents feel that the NHS service is taking too long and would like to speed up the process by having an assessment carried out privately. (We would encourage all parents to remain on the waiting list for an NHS appointment even if engaging private professionals)

Parent contacts a private professional of their choice. Details of providers that the school have used previously can be passed onto parents if requested. **(please continue to follow this diagram onto the next page)**

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Parents are responsible for checking that this person is suitably qualified to carry out the tests they would like done.

The parents and professional may ask for the assessment to be carried out on the school premises. The school will agree to a one off assessment by a suitably qualified individual on the basis that the results of such an assessment including any recommendations are shared with the school. We would need to see the following before allowing the professional to work with the child:

- A DBS (Disclosure and Barring Service) certificate to show they have been checked as safe to work with children.
 - A photographic ID to prove they are who they say they are
- Proof of address (ie a utility bill) again to prove they are who they say they are
 - A copy of their professional qualifications

The professional carries out the assessment and shares details with the school and parents. They make recommendations for adjustments to classroom provision and/or interventions that the school can carry out.

NB. If the school carries out an intervention on the basis of a private professional recommendation they will ensure that ALL children, regardless of whether they have seen a such a professional, who demonstrates area of concern related to the intervention are considered for inclusion based on level presenting need in school. Inclusion in such an intervention is therefore at the discretion of the teacher, INCo and Senior Leadership Team.

The private professional's involvement ends.

The professional carries out the assessment and recommends that they carry out regular work with the child or that the child has a private intervention run on the school premises by a private provider.

Please do not book an intervention without talking to us first.

- A meeting will need to be carried out to discuss:
- The aims of the intervention
 - The time commitment for the intervention
 - The best time for the intervention to take place (Is this in school or out of school time?)
 - Time missed from learning in the classroom
 - How the intervention links and feeds into work in the classroom
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