

Transition from Special School to Mainstream

There is an overwhelming consensus amongst LYVs (Lincolnshire Young Voices) that placements in special needs schools were deemed to be the 'obvious' options. The majority of the committee members who were involved in the discussion feel that these placements met their needs, but feel that if the Strategy had been introduced previously then mainstream placements may have been explored further. Moreover, the Strategy would've enabled them to be part of the conversation and would've made the prospect of any transition less daunting.

(Committee Feedback on High Needs Strategy, December 2020)

At the heart of this protocol is the imperative to ensure that pupils and their families are "part of the conversation" about transition from special school into mainstream and that the step is supported such that it feels less daunting. The protocol is therefore relationships-based and collaborative.

The transition will be led by the Pupil Reintegration Officers within the Pupil Reintegration Team (PRT), working closely with the Special Educational Needs and Disabilities (SEND) locality Practice Supervisors. The transition will be supported by PRT and SEND Caseworkers.

If the pupil is a Child in Care, the Virtual School is to be involved. They will ensure that the Transition Protocol is incorporated within the pupil's Personal Education Plan (PEP).

There is transition funding available of up to £5k to support mainstream schools during the period of transition and dual registration.

The Transition Protocol

1. Special school leaders contact SEND Business Support with the completed Transition Screening Tool when they have identified a pupil ready, with support, to transition. This will not be limited to end of key stage or by timing of annual review, but should be dictated by pupil-readiness.

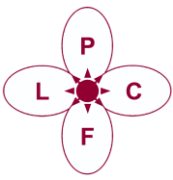


Pupil Screening Tool

SEND Business Support: bs_send@lincolnshire.gov.uk or 01522 553332

2. SEND Business Support inform the Pupil Reintegration Team (PRT) and the relevant locality SEND Team via email with a copy of the child/young person's Education, Health and Care (EHC) plan attached.

PRT: prt@lincolnshire.gov.uk



SEND Team:

East Lindsay: EAL_SendLocality@lincolnshire.gov.uk
Boston South Holland: BSH_SendLocality@lincolnshire.gov.uk
Lincoln West Lindsay: LWL_SendLocality@lincolnshire.gov.uk
North South Kesteven: NKSK_SendLocality@lincolnshire.gov.uk

3. Pupil Reintegration Officer arranges a meeting with the SEND Practice Supervisor to confirm next steps.
4. PRT record case and oversee tracking and outcome of the transition.
5. PRT liaises with the special school to arrange a multi-agency meeting at the special school; including parent/carers, child/young person, SEND, PRT, special school staff and any involved professionals. If the pupil is a Child in Care, the Virtual School is to be involved.

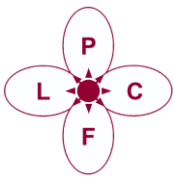
Meeting to gain the views of family and other professionals in relation to the preferred and most appropriate mainstream school and how all involved can support the transition.

6. PRT contacts Headteacher of identified mainstream school to discuss the transitional arrangements.
7. PRT arranges a multi-agency transition planning meeting to take place; including parent/carers, child/young person, SEND, PRT, special school staff, mainstream SENCo and any relevant involved professionals. The Transition Plan is completed and shared with all attendees following the meeting. (The EHC plan is not yet amended but provision is dictated for this interim period by the Transition Plan, which families must fully support and inform.)



Transition Plan

8. Transition begins, as per the plan. This is likely to involve school visits and a gradual increase in the number of days per week spent within the mainstream setting. There will always be a key adult within the mainstream school as single point of contact for family. Communication takes place as set out and agreed in the Transition Plan.
9. A grant of up to £5k will be allocated to the mainstream school to fund transition activities and support during the period of dual registration, which will be up to three short terms, or half a school year.
10. The PRT will check-in with all parties throughout the period of dual registration as well as holding formal transition reviews at intervals agreed during the transition planning meeting and ensure all parties receive a copy of the updated plans and review minutes.



11. As soon as all are reassured that the transition is going to be successful, the period of dual registration ends. This may be at the first 6 week point in some cases.
12. An annual review of the EHC plan will be convened by the special school (still named on the EHC plan at this point) to update the EHC plan and reflect that a change in provision is required. To include parent/carers, child/young person, SEND, PRT, special school staff, mainstream SENCo and any relevant involved professionals.
13. Annual review recommendations will reflect the support that was required during the period of dual registration and needed going forward. The Local Authority (LA) mainstream EHC plan funding model will be applied, the level of funding calculated according to the provision outlined in the child's EHC plan.
14. The mainstream school will receive a formal consult in order to complete the transition and for the pupil to become single-registered.
15. On the rare occasion that the transition is deemed unsuccessful through the transition review process, the transition review will consider whether a different mainstream school should be explored, or simply a return to the substantive school.
16. On the rare occasion the transition is unable to progress due to a lack of mainstream indicating willingness to support despite agreement from all involved that a move to mainstream is appropriate, the support of the Specialist Community Led Panel (SCLP) can be accessed.
 - a. Pupil Reintegration Officer and SEND PS discuss and agree if appropriate to be heard at the Panel.
 - b. SEND inform the special school of decision and request the school completes referral to the Panel.
 - c. PRT and SEND attend the Panel meeting.
 - d. Next steps identified.
 - e. The child/young person's special school will inform parents/carers of the decision outcome from the SCLP.
17. The special school place remains open during the period of dual registration with the special school supporting the transition plan as agreed. This may include training or more informal guidance for mainstream staff as well as special school key adult check-ins with pupil.
18. The Pupil Reintegration Officer is responsible for liaison with the Transport Team and allocation of £5k funding.