



# ST MARY'S CATHOLIC HIGH SCHOOL

a Catholic Voluntary Academy

Newbold Road • Upper Newbold • Chesterfield • S41 8AG

Headteacher: Mrs M Dengate M.Phil

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[www.st-maryshigh.derbyshire.sch.uk](http://www.st-maryshigh.derbyshire.sch.uk)

## St Mary's Catholic High School

### Student Support Early Help Arrangements 2021/22

St. Mary's Catholic High School takes responsibility for providing our pupils and families with Level 2 Emerging Needs/ Early Help provision. St. Mary's has put in place arrangements to ensure that all students are entitled to be considered for, assessed and supported via the provision of Early Help Services.

It should be noted that there has been no change in relation to those children who would be covered under the remit of Sheffield LA. We will continue to work with the Sheffield MAST as we have always done; there is no change to these arrangements.

### Provision for Level 2 Emerging Needs Early Help Services

We have an extensive range of support available in school; Miss H McKay, Senior Assistant Head (Inclusion and Pastoral Intervention) is the Designated Senior Lead for Safeguarding, and is supported by Mr A Breedon, Assistant Head (Pastoral), as Deputy Designated Safeguard Lead. There are a further four senior members of the Pastoral Team who are also DSL as outlined in Appendix A. Our pastoral system is firmly established and rigorous both in relation to safeguarding and the nurturing support offered to all of our pupils and families on a daily basis. Our clear hierarchy of Form Tutors, Heads of Year, Heads of Key Stage will remain in place, overseen by Mr Breedon.

In addition, we have established a Wellbeing Team based within the school. This consists of Mrs M Bowerman- Early Help Coordinator and Family Resource Worker, Mrs J Peace- Vulnerable and Emotional Needs Co-ordinator, Mrs R Kaunhoven- Counsellor, Ms A Killingsworth- Careers Adviser and access to School Health practitioners. This team has been created to work with our children and families in times of need, in line with the Catholic mission and ethos of our school. Miss H McKay is responsible for the leadership of the Wellbeing Team and will oversee the referral process, interventions and record keeping procedures.

### The Designated Senior Lead and contact for Starting Point and other external referrals is:

Miss Helen McKay

Senior Assistant Head for Inclusion and Pastoral Intervention & Designated Safeguarding Lead

St. Mary's RC High School, Newbold Road, Chesterfield, S41 8AG

[hmckay@stmaryschesterfield.org.uk](mailto:hmckay@stmaryschesterfield.org.uk)

01246 201191 (Ext. 2076)

### In the event that Miss H McKay cannot be reached, please contact:

Mr A Breedon

Assistant Head for Pastoral Care & Deputy Designated Safeguarding Lead

St. Mary's RC High School, Newbold Road, Chesterfield, S41 8AG

[abreedon@stmaryschesterfield.org.uk](mailto:abreedon@stmaryschesterfield.org.uk)

01246 201191 (Ext. 2071)

## **1. Confirmation of Early Help Responsibilities**

I can confirm that St. Mary's understands said responsibilities and that as a school we carry out our duties in ensuring the effectiveness of Early Help Services for students in accordance with the requirements of the Children Act 2004 and within the statutory guidance "Working Together 2015". In summary, these are to:

- Identify children and their families who would benefit from Early Help using the DSCB thresholds.
- Undertake an assessment of the need for Early Help using the DSCB approved Early Help assessment.
- Ensure provision of targeted Early Help services to address the assessed needs of a child and the family which focuses on activity to significantly improve the outcomes for the child. This involves the use of evidence based interventions as set out by the Early Help Intervention Foundation ([www.eif.org.uk/how-do-we-know-early-intervention-works/](http://www.eif.org.uk/how-do-we-know-early-intervention-works/))
- Share information on that provision which is consistent with the child's welfare and with due regard to confidentiality.
- Practitioners working in universal services have a responsibility to identify the symptoms and triggers of abuse and neglect, to share that information and work together to provide children and young people with the help they need.
- Practitioners will continue to develop their knowledge and skills in this area and will have access to training.

We will continue to use the statutory guidance and the Threshold Guidance issued by the Derby and Derbyshire Safeguarding Children Boards in all of our work towards meeting the responsibilities outlined above.

## **2. Identification and assessment of the needs of our children and families.**

All internal referrals will be made to the Head of the Wellbeing Team via Heads of Year, in collaboration with the Head of Key Stage and other key pastoral and curriculum staff. The Wellbeing Team will assess each referral and deploy support accordingly, in line with DSCB thresholds guidance. This work will be coordinated by Mrs M Bowerman (Early Help Co-ordinator) the Senior Assistant Head with responsibility for Inclusion and Pastoral Intervention.

Our Form Tutors, Heads of Year and Heads of Key Stage will be involved as appropriate and will continue to deliver excellent day to day pastoral care.

External referrals triaged via Starting Point or raised by another individual or organisation can be made directly to Miss H McKay or Mr A Breedon (see contact details above).

## **3. Delivery of Services**

Following assessment and where Early Help needs are indicated, we will deliver targeted support according to identified need as appropriate in relation to attendance issues, behavioural support, CAMHS referrals, signposting of appropriate DCC services including independent carers advice, medical support, Police and related services including Youth Offending Teams and Probation Service.

Our Senior Assistant Head is responsible for children with additional needs including those who have complex Level 3 needs which meet threshold for statutory involvement. Nothing will change in terms of our responsibilities towards these young people and our liaison with external agencies to provide specialist assessment and co-ordination according to "Child in Need" Section 17 of the Children Act 1989.

Thus, the school will be responsible for providing assessment, services and appropriate liaison and communication for children with:

- **Level 1 – Universal – Open Access provision (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)**

All unborn babies, children and young people will receive Universal Services, however, some children, either because of their needs or circumstances will require extra support from these services to be healthy and safe and to achieve their potential. Universal and individual agencies will be able to take swift action within their services to address these low level needs.

- **Level 2 – Emerging Needs- St. Mary’s Early Help Provision- The Wellbeing Team**

Unborn babies, children and young people with Emerging Needs are likely to require coordinated support from more than one agency. These services should work together to agree what extra help may be needed to support an unborn baby, child or young person at an early stage. There is no need for intensive or specialist services to be involved.

Practitioners are expected to work collaboratively with one another to meet the unborn baby/child/young person’s emerging needs and they may need to share information and engage with other services to do so. An Early Help Assessment is the most effective tool to use with the family, with their consent, to discuss and explore the family’s strengths and the emerging needs of the unborn baby/child/young person. It can be used to agree a coordinated plan of support with the family and agencies and to review the progress made.

A Lead Practitioner from one of the agencies providing support will co-ordinate the actions identified in the assessment process, including any team around the family (TAF) meetings and act as a single point of contact for children and their family. Any practitioner involved with the unborn baby/child/young person and family can undertake the role of lead practitioner.

For further information about our local arrangements, please see the DDSCP Providing Early Help procedure and the DDSCP early help webpage.

- **Level 3 – Intensive- St. Mary’s Early Help Provision- The Wellbeing Team & Local Authority Children’s Services Early help Team**

Unborn babies, children and young people whose needs are more complex, including vulnerable children and those who have a complex disability and /or special education needs may need more intensive support and a number of the threshold indicators would be present to indicate need at level 3.

Prior to requesting services at level 3 Intensive, Practitioners are expected to have worked with the family within the Level 2 framework before making a referral to Local Authority Children’s Services, unless there is a clear rationale for escalating the unborn baby/child/young person’s needs before early help work has been completed. The evidence of this work would be provided within a new or updated Early Help Assessment and Team Around the Family (TAF) action plan which should set out the concerns of the family and the involved agencies.

Where the threshold is met for intensive support it will be offered via Local Authority Children’s Services Multi Agency Team/MAT (Derby) or Early Help Team (Derbyshire) or following a single assessment via Children’s Social Care (Section 17, Child in Need).

The lead practitioner for intensive support will usually be from one of the above teams.

- **Level 4 – Specialist- Children’s Social Care**

Unborn babies, children, young people and families whose needs are complex and enduring will need more specialist support. More than one service is normally involved, with all practitioners involved on a statutory basis and a qualified Social Worker as the professional lead. It is usually the local authority Children’s Social Care service which acts as the lead agency.

#### **4. Manage and Quality Assure the arrangements.**

The Senior Assistant Head or nominated colleague in her absence will have the following responsibilities:

- To co-ordinate and lead core and linked staff, and a range of specialist and external services in the delivery of support to children, young people and families within our school community.
- To line manage core staff.
- To embed and facilitate early intervention and approaches across the school community.
- To allocate tasks, including lead professional roles, according to needs and priorities.
- To oversee and review cases, plans and risks.
- To ensure that staff have access to and use local information about services and sources of support.
- To embed integrated practice within the Wellbeing Team and its stakeholders.
- To ensure that information sharing and recording for all team cases is rigorous.
- To promote safeguarding responsibilities in adherence with policy.
- To ensure Performance Management of the Wellbeing Team.
- To ensure liaison and partnership building with local stakeholders.

Self-evaluation extends across all areas of the school, including inclusion and safeguarding, and the Early Help will be covered in this remit. Quality Assurance will engage students, their parents/carers and staff across the school. We will report to the Governing Body within a schedule that meets their requirements on a regular basis.

All records of staff training will be maintained and case reviews, time management between referral and action and evidence of impact, in particular, of our work across caseload will be monitored, recorded and reported to appropriate stakeholders.

#### **5. Sharing of Information**

- We will pay due regard to all requirements under the auspices of the Data Protection Act, the Children Act 1989 and any other appropriate legislation as we do currently, including *Keeping Children Safe in Education*, [Keeping children safe in education 2021 \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/86261/keeping-children-safe-in-education-2021.pdf)
- We recognise that effective sharing of information between professionals and local agencies is of paramount importance for effective identification, assessment and service provision. We also recognise that the outcomes of enquiries and serious case reviews where poor information sharing has contributed to ineffective safeguarding of children.
- Fears about sharing information cannot be allowed to stand in the way of the need to promote the welfare and protect the safety of children.
- No professional should assume that someone else will pass on information which they think may be critical to keeping children safe. If a professional has concerns about a child's welfare, then they should share the information with the local authority and children's social care.

#### **6. Complaints**

In the event that an individual wishes to make a complaint regarding the Early Help Provision provided by St. Mary's Catholic High School, we advise that the complaints policy on the school website is followed appropriately:

<https://www.st-maryshigh.derbyshire.sch.uk/policies/>

#### **Conclusion**

We recognise the importance of continuing to work with colleagues across the authority to ensure the very best support and safeguarding of our children and families. We are fully committed to the holistic education of our young people being inextricably linked to academic excellence and religious formation.



**Miss H McKay**

**Senior Assistant Head for Safeguarding & Inclusion**

**September 2021**

**Chair of Governors**

**Appendix A:**

**Strategic Leadership Team**

Maria Dengate	Headteacher
Helen McKay	Senior Assistant Headteacher for Inclusion and Pastoral Intervention & Designated Safeguarding Lead
Alex Breedon	Assistant Head for Pastoral & Deputy Designated Safeguarding Lead.
Felicity Fletcher	Assistant Head for Quality of Teaching
James Cox	Assistant Head for Achievement & Standards
Alison Finch	Director of Business and Finance

**Key members of the Pastoral & Wellbeing Teams:**

Alison Rosling	Special Educational Needs Coordinator Key Stage 4 & 5 (DSL)
Hannah Pendlebury	Special Educational Needs Coordinator Key Stage 3 (DSL)
Alison Pimblett	Head of Key Stage 3 (DSL)
Elise Drury	Head of Key Stage 4 (DSL)
Lauren Hood	Acting Head of Key Stage 4 (DSL)
Liz Smith	Head of Sixth Form (DSL)
Michelle Bowerman	Early Help Coordinator & Family Resource Worker (DSL)
Rachel Kaunhoven	School Counsellor/ EWO
Andrea Killingsworth	Careers Adviser
Jo Peace	VENCO (DSL)
Aidan Baker-Johal	Medical Welfare Assistant (DSL)