**Memorandum of Understanding**

**Funding for schools to support an Alternative Provision / Intervention (AP) placement.**

**Context**

The Pupils Educationally At Risk (PEAR) Hub can agree to contribute towards the funding of a place at AP for a RBWM pupil at risk of non-attendance due to them being:

* medically vulnerable
* at risk of permanent exclusion
* at risk of experiencing Emotionally Related School Avoidance
* not yet school ready and in Yr R or 1

The panel members include:

| **Name** | **Representing:** |
| --- | --- |
| Alasdair Whitelaw | SEMH & Education Welfare |
| Clare Raffaelli | Medically Vulnerable Support |
| Rosie Gossage | Schools Support - Inclusion |
| Amy Crowle | The Anchor |
| Sarah Scott | Early Help |
| Sarah Cottle | Early Years |
| Wendy Bould | Education Welfare |
| Emily Patterson | Health / NHS |
| Collins Njike | Social Care |
| David Griffiths | SEND |
| Rachel Goymer | The Link (Manor Green) |
| Ruth GustersonSairah ShahJoanna Western | Virtual School |
| TBC | Wellbeing |

The alternative placement is a short-term, temporary intervention which is felt necessary to put in place in order to provide specialist support, which will enable the pupil to re-engage in their mainstream school and learning.

Schools will be expected to partly fund any AP agreed using the AWPU funding that they receive for that pupil as well as SEND notional funding and/or pupil premium funding.

The LA will consider funding a percentage of the total cost of the placement (this will be no more than 50% of the cost). The school will be the commissioner of any agreed alternative provision placement. The full cost of provision will need to be paid directly by the school, the agreed contribution by PEAR will be refunded back to the school on receipt of an invoice. A copy of the full cost from the provision must be provided. If the school receives any additional funding for a pupil to support the delivery of interventions (e.g pupil premium) this will be taken into account.

The funding will be for a maximum of approximately £3,000.

This process is intended for part-time, short term intervention, the result of which will see the pupil engage and reintegrate back into school.

If the evidence suggests that the pupil and school would benefit from the support of a SEMH Coach/Mentor further discussions, allocations and paperwork will be supplied by the Pupil Inclusion and Support Manager – Alasdair Whitelaw

If the evidence suggests that a pupil requires a full time placement in an AP, please discuss this with the relevant person listed below. These discussions will stem from ongoing support.

* EHCP – Relevant Assessment Coordinator
* Medically Vulnerable - Clare Raffaelli

**Part A: Responsibilities**

Ai) School’s responsibilities

1. To keep the pupil on roll throughout the intervention.

2. To conduct all due diligence before commissioning a place including all safeguarding checks. This information should be submitted to the LA before any funding is transferred.

3. To discuss the proposed placement with the pupil and their family prior to the final decision to commission a place.

4. To maintain regular contact with the placement (at least once a week) and to ensure that communication with the pupil’s family is maintained. As well as regular meaningful contact directly with the CYP.

5. To monitor attendance at the AP throughout the intervention.

6. To monitor progress of the pupil attending the AP.

7. To [quality assure](https://www.leadershipupdate-rbwm.co.uk/semh-service/) the educational offer at the AP at regular intervals. This is in line with Ofsted expectations.

8. To review the effectiveness of the intervention using the graduated approach and to include the C&YP and family in this process.

9. To continue to use the graduated approach to gather evidence or progress and evidence towards whether an application needs to be made for a formal assessment.

10. The Local Authority will pay their proportion of the funding directly to the school commissioning the alternative provision on receipt of an invoice **only if that child is a resident of RBWM**. The school commissioning the alternative provision will be required to pay the full cost to the providers and invoice the local authority for the agreed percentage of contribution towards alternative provision.

Aii) Local Authority’s responsibilities

1. To make a decision in a timely fashion once the referral has been received.

2. To ensure that invoices to schools are paid on time.

3. To attend the final reintegration meeting (if appropriate).

**Part B: School and Pupil details.**

(For completion once joint funding has been agreed at the PEAR hub)

| School:  | School Contact: |
| --- | --- |
| Pupils name:  | DOB: NCY Group: |
| EHCP or SEND K: Yes No |  CP or CIN: Yes No |
| Pupil Premium funding Allocation: FSM Ever6 CLA Services No |

 **Part C: Agreed sum**

| Name of Alternative Provision:  |
| --- |
| Start date:  | End date:  |
| Total cost:  | LA contribution: Setting contribution:  |

**Part D: Signatures**

On behalf of the School

Please sign to confirm you agree with the above contribution and the expectations detailed in Part Ai.

| Name of Headteacher:  | Signature: |
| --- | --- |
| Name of school: | **Date:** |

On behalf of the Local Authority

| Name:  | Position:  |
| --- | --- |
| Signature:  |  Date:  |