



REFERRAL PATHWAY FOR SPECIALIST LEARNING SUPPORT

- Referral can be made by any health professional involved in the child/young person's care (e.g. community children's nursing team, children's learning disability nursing team and school nurses).
- Referral can also be from education or social care but the ensuing application form and continuing care assessment must be undertaken by a health professional.
- The referrer **MUST** liaise with head teacher to endorse and complete the relevant section of the application form prior to referral.
- The referrer is required to attend the panel meeting or liaise with care co-ordinator if unable to attend the meeting. This is to ensure there is adequate information available.
- Applications should be made with adequate time given to recruitment processes.
- Application form and continuing care assessments should be sent to Care Co-ordinator at least two weeks prior to panel meeting.

**Suffolk Health Systems and Suffolk County Council Children and Young People's
Services
Department**

Following panel decision:-

- Care co-ordinator to contact referrer as to outcome. Referrer will then contact family with decision of panel. In the case of a decision to allocate a specialist learning support assistant, they will explain that the Care Co-ordinator will be contacting them.
- Educational representative to contact relevant school to relay information regarding finance, SpLSA professional responsibilities, care co-ordinator responsibilities, recruitment process and criteria.
(The school may link with Care co-ordinator to join the interview panel)

Panel consists of;

Representative (Children's Commissioner for Suffolk PCT)	01473 581545
Sandy Ranson (Senior Advisor, Inclusion and Additional Needs)	01473 264708
Matthew Brakenbury (Head teacher, Thomas Wolsey School)	01473 467600
Kate Wood (Care co-ordinator, Specialist Learning Support)	01473 467603