

## EDUCATIONAL PSYCHOLOGY SERVICE

### PLANNING CONSULTATION – GUIDANCE FOR SCHOOLS

#### Rationale and purpose

- All schools will have a named link EP who will arrange planning consultations. This should continue EPs' close and collaborative relationships with schools and help schools and EPs manage requests for involvement according to the new system. It will also offer an informal and regular means of accessing initial EP advice.
- Schools will have no entitlement to additional EP resource other than planning consultations. Secondary schools and special schools will also be entitled to up to two EP 'drop-in' consultation sessions per term if they are requested.
- Work requested by schools for individual pupils and staff training/development needs will be prioritised for EP involvement according to our new priorities.
- Access to the EPS has been adapted in order to allow us to respond more flexibly to the needs of the most vulnerable children and their families. We will be accepting requests for involvement from a wider range of services and agencies, including parents and young people. This means that requests will be coming into the service throughout the year, rather than planned at the beginning of each term with schools. We will be attempting to spread our planning consultations more throughout the term / year to avoid 'peaks' in workload.

#### Guidance

- Your link EP will contact you within the first term in order to conduct a planning consultation.
- EPs will prioritise schools for planning consultations in the following way:
  1. Secondary schools.
  2. Specialist provision.
  3. Schools or provisions who are identified as having many children from lower socio-economic status, identified vulnerable children or other risk factors (i.e. HM forces, travellers).
  4. Other schools/alternative educational providers/agencies.
- If you require a planning consultation prior to being contacted by the EP or at any other time, then please contact your link EP by phone/e-mail.
- EPs will respond to phone calls/emails in accordance with Buckinghamshire County Council customer service standards.

