

DSPL 3 & 4 Primary Outreach

Rivers



Education Support Centre

**Information Booklet for
DSPL 3&4 Primary Schools
2026-2027**



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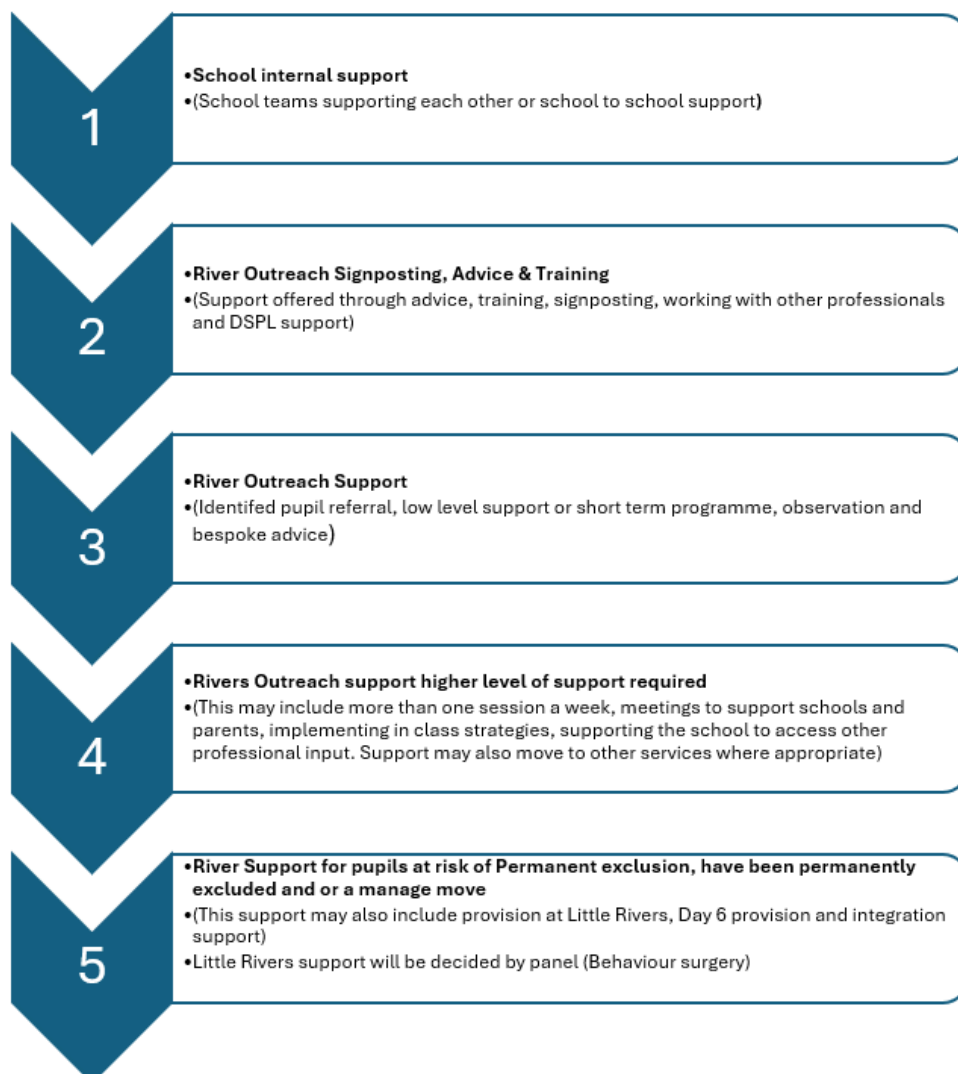


Introduction to Primary Outreach

This information booklet sets out the tiered approach DSPL 3 & 4 Rivers Outreach take to support schools. The aim of this approach is to support schools, children and families with a focus on appropriate support and advice to ultimately reduce the number of children at significant risk of or who have been permanently excluded. The model supports direct work with high needs SEMH pupils, while also facilitating early intervention advice and training in school.

Model of SEMH Support in DSPL 3 & 4

Outreach signposting, advice and training is available at all tiers.



EHCP pupils can be supported at any tier offered by Rivers Primary Outreach and Little Rivers support. All EHCP support will be assessed on a case by cases basis.

If you are unsure if our support is appropriate and want to talk to us before you refer please do not no hesitate to contact us.

Tier 1: Within school

1. All school based support and interventions are in place for pupils displaying SEMH needs.
2. Rivers Primary Outreach work with school staff to ensure essential aspects of the school structure/ethos are in place to promote pro-social behaviour.
3. Schools and other professionals actively seeking to engage parents/carers in the process from the earliest point.
4. Schools are expected to have a robust, consistent behaviour for learning policy that has been applied and regularly reviewed by the SLT and classroom and whole school staff.

Forms of support may include:

- Pastoral support plans
- EHM
- SEN plans
- Roots & Fruits
- Anxiety Mapping
- Risk Reduction plan
- RAMP
- Pupil passports
- Additional adult support
- Pupil timetables
- Playtime & Lunch time rotas
- Reward systems/Consequence ladders
- Manageable reasonable adjustments are expected to be made within class and within school to support the continued learning, whilst being mindful of the emotional well-being of the young person.
- The Rivers Primary Outreach team are aware of the variety of resources that may be available to some schools compared with others and in turn the impact of a child's behaviour on their setting.
- The Herts STEPS approach will support the above and is supported by the LA and should be the first approach.
- Nurseries attached to DSPL 3 & 4 primary schools can access advice and signposting.
- School staff can access advice from Rivers Primary Outreach to support the implementation of strategies and consistency which will enable school to support a child more effectively.
- Pupils who have been 'stepped down to tier 1' are monitored by Rivers Primary Outreach to ensure consistent handover (particularly at the start of a new school year or term).
- Assess, plan, do, review system in place
- Clear ethos of inclusion and nurture
- Positive behaviour learning environment
- Conscious & Sub-Conscious behaviour monitoring
- Support with reviewing schools' behaviour for learning and relationship policies
- Providing a safe space for the young person
- Contact with parents/carers is consistent and appropriate.
- Clear behaviour policies.

Tier 2: Advice & Training

The Rivers Primary Outreach Outreach Manager will work with a setting/school to review that all appropriate strategies in Tier 1 have been put in place, and then may implement some of the following:

- Rivers Primary Outreach Outreach Manager and/or Support Worker arrange initial school meeting(s)
- Observations arranged
- Personalised advice offered to staff/staff teams
- Report/advice given to school
- Step down procedure following active Rivers Primary Outreach support (following tier 3 support): Pupil's progress is monitored and worker contact is provided once support is finished
- Support schools in creating/reviewing robust risk management plans, safety and support plans and effective 'roots & fruits' planning
- If a school referral indicates a high level of need at this stage, Rivers Primary Outreach data questionnaires may be issued. These would then be analysed by the Rivers Primary Outreach Outreach Manager and/or Senior Support Worker to determine the hours of support that are feasible to meet the needs of the pupil and the resources available to the service
- The Rivers Primary Outreach Outreach Manager and/or Senior Support Worker will consider the availability of resources in the settings; therefore, advice and support will be adjusted to reflect the setting and pupil's needs
- Support schools in making connections with Mentors from other schools
- Work alongside DSPL to support a school's systems and approach
- Provide tailored free training & advice to staff
- Provide bespoke, informed signposting and collaborative work with other services

Tier 3-5 – School Expectations:

Rivers Primary Outreach expect online referrals. More details on page 8.

Paperwork required: At point of referral

- Hertfordshire Service Request form signed by parent/carer.
- Pupil Data Collection sheet and Pupil SEMH Questionnaire should be completed by the most appropriate adult(s) supporting the pupil.

Paperwork required: Termly

- Pupil SEMH questionnaire updated by the school (this should be completed by the most appropriate adult(s) supporting the pupil).
- Termly tab on Pupil Data Collection Sheet updated by the school.

Tier 3: Rivers Primary Outreach Support

- Provide bespoke weekly outreach support for individual pupil. Support may be delivered through short-term interventions lasting either six or twelve weeks, or through more extensive outreach support.
- Communicate with Parents/Carers as appropriate.
- Liaise with schools to ensure Rivers Primary Outreach workers have all information necessary to provide appropriate support to meet individual pupils' SEMH needs
- Ensure schools are quickly updated about any changes concerning their pupils' support
- Provide schools with an email copy of the planning including aims for each supported pupil
- Email schools half-termly feedback for each of their supported pupils
- Provide a formal pupil report either at the end of the Summer Term or at the end of support.

Tier 4: Higher Frequency Outreach Support

- Planning adapted to support escalation in pupils' need and increase in support time. Support may be delivered through short-term interventions lasting either six or twelve weeks, or through more extensive outreach support.
- Intensive pupil support to avoid an escalation to tier 5, or manage the step down from tier 5
- Risk management plans/roots and fruits reviewed
- Supporting schools in determining future plans: school day timetable adjustments / part-time timetable / PSP / applications for EHCP/ FIF
- Offering support to parents to attend consultations with outside professionals
- Support with short term respite away from school (if appropriate) before an integration plan to support return to the current school or into a new school. Time limited support and review process in place within the PSP
- Regularly liaising with the Primary Inclusion Team (Integrated Services For Learning) about a pupil's current situation and risk of moving up to Tier 5
- Consultation with partnership Family Support Workers for holistic support
- Rivers Primary Outreach Support is reviewed after three terms of support or at the end of the academic year
- Pupils requiring a Managed Move, through the inclusion team, will be offered support, including school advice, attendance at meetings, pupil transition support programme where appropriate (Pupils requiring a Managed Move to avoid a Permanent exclusion could be offered Rivers Primary Outreach respite in the interim either at the current school or local host school)
- Support for APEx pupils and managed move pupils will be reviewed regularly and may be time limited.

Tier 5: Support for Pupils Permanently Excluded (PEx)

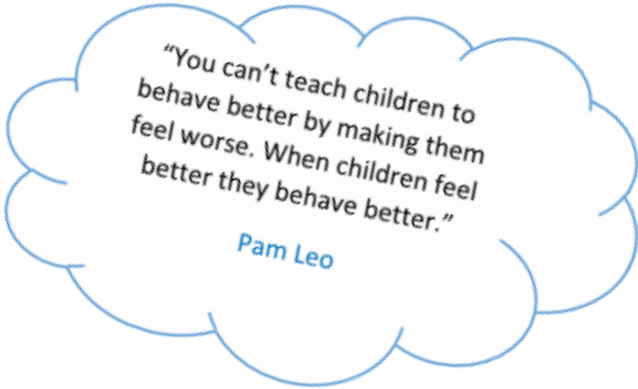
- This covers pupils at the level of Managed Move (MM), APEx and PEx; there will be provision for Day 6 of any PEx; there will be close consultation with County Primary Inclusion Officer
- PEx pupils will be provided Day 6 provision from day 6 until the GDC meeting has taken place. After this the responsibility for support will transfer back to the Inclusion team or SEN depending on the pupils EHCP status.
- Liaising with local schools to identify a host school to ensure access is appropriate, with risk assessed facilities for APEx and PEx pupils
- Liaising with schools for temporary adjustment of their timetables with regard to lower tier pupils
- Whilst working offsite, academic work is provided by the excluding school and SEMH work by Rivers Primary Outreach in line with the PSP
- Providing reports in support of EHCP process
- When using Rivers Primary Outreach's own positive motivation and behaviour interventions these will be agreed with individual schools for individual pupils
- Rivers Primary Outreach staff are trained in Hertfordshire Steps and this ethos is embedded through all support and work offered to schools, parents and pupils
- Consultation with partnership Family Support Workers for holistic support

Within the Hertfordshire emotional wellbeing and behaviour strategy document, it quotes the following "No child should be allowed to fall through the gap or be left behind, and each individual child should have access to a continuum of support which can address his/her needs".



"Every child deserves the best possible start in life and the support that enables them to reach their potential."

EYFS Sept 2014



"You can't teach children to behave better by making them feel worse. When children feel better they behave better."

Pam Leo

Rivers Primary Outreach Referral Process (Quick Guide)

1

- Schools to complete 3 documents to action a completed Rivers Primary Outreach referral
- Document 1 -HCC Single Service Request form signed by parents (This document does not require details of why you are referring)
- Document 2 - Pupil SEMH questionnaire
- Document 3 - Pupil Data Collection sheet (boxes are purple until filled out, so please complete all purple section, at the start of referral on the first tab is used)

2

- All 3 documents are sent to the Rivers Primary Outreach Referral email address. (these can be encrypted or password protected)
- poadmin@riversesc.herts.sch.uk

3

- Once a worker has been assigned to the referral they will be in contact with the school to arrange a pupil observation, within that observation they will need to meet with a member of staff that knows the pupil well or the most appropriate person.

Helpful information:

1. On the pupil data sheet you can carry on adding information past the size of the box, to see what you have written in full please double click on the box. It will show all of the information in that box.

2. To support with the risk of suspension, this will be subject and individual to your school. That is okay. What are asking is does the behaviour warrant a suspension, you may not have suspended the pupil due to other factors and that is okay. We are relating the level of risk of suspension to the behaviour and then context can be provided.

Family Support Worker Service

Practical support, guidance and advocacy for families across DSPL 3 and 4.

At Rivers Education Support Centre, our Family Support Workers provide tailored early intervention and family support services across DSPL 3 and 4. We work alongside families, schools and other professionals to help overcome challenges and achieve positive outcomes for children and young people.

Our experienced team has extensive knowledge of Social, Emotional and Mental Health (SEMH) needs, behaviour support, attendance concerns and family wellbeing. We offer practical, compassionate support within the family home and wider community.

How We Can Help

Our Family Support Workers can provide:

- ✓ Support with attendance and engagement in education
- ✓ Guidance around behaviour and family routines
- ✓ Help navigate EHCP applications and SEND processes
- ✓ Assistance with benefit applications, including DLA and PIP
- ✓ Advocacy at meetings and support in rebuilding relationships with schools and services
- ✓ Co-ordination of multi-agency support through Team Around the Family (TAF)
- ✓ Practical parenting advice and strategies for managing challenging behaviour

Who's In Charge? Programme

We proudly deliver the Who's In Charge? (WIC) programme, a popular and highly regarded course designed to support parents and carers of strong-willed children and young people. The programme provides practical strategies, peer support and increased confidence in managing challenging situations at home.

Working Together

We work collaboratively with schools, families and external agencies to ensure every voice is heard and that the most appropriate support is put in place. Our aim is to empower families, strengthen relationships and create lasting positive change.

Need Support?

Referrals to the Family Support Worker Service can be made using our online referral form. <https://www.riversesc.herts.sch.uk/page/?title=Family+Support+Worker+Service&pid=138>

Family Support Worker – Syreeta Oakes
Mobile: 07526 094501
Office: 01992 534841



Little Rivers runs short term, up to 12 week schooling placements for primary aged children across DSPL3 and DSPL4 who are receiving an increased number of suspensions or who are at risk of permanent exclusion. Little Rivers also provides Day 6 provision for children who have been permanently excluded.

We have an evidence-led approach to both the curriculum we offer and the strategies we use to support our children to regulate and most importantly, to learn. We are always striving to produce the best outcomes for all children.

We recently invested in our cabin provision so that we could support our very youngest children across KS1 and all children not yet ready to enter classroom lead learning – this is a play-led provision for children who need to build the foundations for learning and regulation. This always links to the centre curriculum but using CIL based learning.

Our Curriculum Offer

We aim to offer our children a broad and balanced curriculum that aims to not only reengage them with learning but develop a love for it again. We have extremely high expectations of our provision from the first entry point, and we support all our children to access the entirety of the Little Rivers timetable in preparation for a successful transition back to their main stream school.

Therapeutic Interventions offered:

- Enrichment Trips – Half termly local trip ½ a day to promote self-worth and social skills. Then half termly enrichment trip – whole day to support Little Rivers core values.
- Mulberry Bush daily SEMH therapeutic group sessions
- Friday celebration assembly/breakfast
- 12 weeks Therapeutic work with Nicky Bonsignore- consisting of Drawing and Talking, Sand Tray/Trauma informed intervention.
- Self-regulation outside area incentive to support children to self-regulate themselves and notice the signs internally and externally through trusted relationships and a sense of belonging.
- Inspirational Speakers
- English units adapted to support Mental Health and differences- “Wonders” “Little People big dreams”
- Child initiated Learning – to support the sensory profile of individual children.
- Horticultural Therapy – Growing and taking care of plants and using different natural materials. Supporting critical thinking and trial and error learning though positive risk-taking opportunities.

Preparation for return to mainstream

- Transition timetable
 - End of placement report
 - Pass Data
 - SDQ final questionnaire and analysis
 - After working closely with the school during the in-reach programme, school are supported to replicate strategies, resources and language back in school.
 - Pack of resources, decorative language scripts and visuals provided for return
- Visits with Little Rivers staff to support safe transitions



trauma informed Little Rivers and Outreach support

Our Therapeutic Services at Little Rivers is supported by our Trauma informed Schools and Communities Practitioner Nicky Bonsignore alongside the Little Rivers Team.

We provide a range of specialist support for our children when they arrive at the start of the up to 12 weeks programme. Working holistically with our children, parents and school staff, we help promote emotional wellbeing, resilience and positive mental health.

At the heart of our work it is understanding the Social and Emotional Needs of every child supporting them "Settling to Learn". This then supports the emotional wellbeing and behaviour, ensuring the children in our care, receive the right support at the right time this is supported through the Strength and Difficulties Questionnaire to which parents and school complete before the child arrives here at Little Rivers which helps us understand where the child needs emotional support and guidance.

Therapeutic support is then decided in collaboration with parents what is best for their child whilst in our care. Nicky will speak to both parent and school if it is felt that a referral is needed to support the child when they return by another professional services, ART Therapy, Play Therapy, Talking Counselling.

Nicky is qualified in providing the following support (Please see TAB) and takes great care in making sure parents are fully aware of what the therapeutic approach is needed to help their child's Social and Emotional Needs.

The support is bespoke to the child to enable them to process their Behaviour as a Means of Communication.

Currently Nicky offers five Trauma Informed Workshops/bitesize sessions for staff that can be booked through the link "Workshops" Please complete a booking form once completed please send to the email on the form.

All Trauma informed Outreach follows the Outreach criteria however attached is a leaflet on each Therapeutic intervention Nicky offers and the referral form process.

In Reach therapeutic intervention covers the Mulberry Bush SEMH Programme and YGAM which is a gaming intervention please see attached for further information.

Collaborative Working

DSPL 3

DSPL (Developing Special Provision Locally) is a Hertfordshire-wide partnership approach where parents, staff in early years settings and schools, further education colleges, local authority officers and representatives from other agencies, work together as part of an Area Group, reviewing and developing the range of provision and support services available to their local community that:

- Meets the needs of children and young people with special educational needs and/or disabilities (SEND), aged 0-25, as close to home as possible
- Improves outcomes for wellbeing and attainment
- Widens choice for children and parents/carers
- Removes barriers to learning
- Uses resources more effectively

There are nine DSPL Area Groups across the county that meet regularly to discuss what services are available and to influence how services are shaped and developed to ensure the children and young people with SEND in their area receive the right support in their educational activities.

About DSPL Area 3

DSPL Area 3 (Bishop's Stortford, Sawbridgeworth, Buntingford, Watton-at-Stone, Hertford, Ware) covers 59 primary schools, 2 middle schools, 12 secondary schools, 1 all-through school, 3 special schools, 1 further education college and nursery settings.

Amwell View School is the Lead School for DSPL3. We work in partnership to provide localised support and to respond to the needs of our area. <https://www.dspl3.org.uk/>

DSPL 4

Vision, Values & Core Offer

To support local schools, early years settings, colleges and services to provide quality provision that meets the needs of children and young people with SEN and disabilities.

To work in partnership with schools and settings to ensure that short and long term outcomes for children and young people with SEN and disabilities are improved and there is evidence of their achievements and progress socially, emotionally and academically.

To work proactively and collaboratively with parents, young people, schools and other stakeholders through co-production to increase participation in service planning, delivery and reviews. <https://www.dspl4.co.uk/>

Specialist SEMH Outreach DSPL 3 & 4

Some specialist settings in Hertfordshire offer an Outreach Service that ensures the needs of children and young people with EHCPs are met as locally as possible.

This offer is available to all children who have EHCPs and access year 1 upwards provision in mainstream schools.

The focus is on sharing good practice, resources and current interventions. Teachers from specialist settings will visit schools to:

- build staff confidence and develop existing SEND practice within mainstream schools.
- direct work with a pupil to model teaching, or assessment approaches and enable school staff to put them in place.
- advise schools, together with parents, following direct observation of work with the pupil in class.
- support the development and use of resources to enable children and young people with SEND to access the curriculum, learn and make good progress.
- lead in the research, evaluation and sharing of new resources, best practice, effective strategies and interventions as they become available.
-

Providers for DSPL 3 & 4:

Ø Hailey Hall

Ø NHPSS Specialist Outreach (key Stage 1,2 & 3)

Referral Process:

Referral must be made through a single service request form on the Grid: <https://thegrid.org.uk/send-and-additional-needs/specialist-advisory-teams/specialist-outreach>

These referrals will then be sent out to local providers and that provider will get in contact with a school directly to arrange support.

This support is to target SEMH EHCP pupils within mainstream schools. It is to support our most high need young people, those awaiting a special school place or at risk or suspension/ permanent exclusion.

If you are unsure if a referral should be made to your local Rivers ESC outreach or the Specialist Outreach service. Please contact either team to discuss the young person.

Rivers Primary Outreach: POadmin@riversesc.herts.sch.uk

NHPSS Specialist SEMH Outreach: specialist-outreach@nhf.school

Contact Information

Dan Nearney – Executive Headteacher

Shelley Hughes – Headteacher

DSPL3 and DSPL4 Primary Consultant Outreach Manager – Robyn McFayden
(robyn.mcfayden@riversesc.herts.sch.uk)

Please send all referrals to "Primary Outreach Admin"
(poadmin@riversesc.herts.sch.uk)

Senior Outreach Worker – Ershen Mehmet

Primary Outreach Workers – Rebecca King, Leah Baldwin, Sian Williams, Maria Towey, Pandora Lukac, Gabriella Ricota, Holly Howard, Nicky Bonsignore

Family Support Worker – Syreeta Oakes