Multi-Agency Referral System

Swiss Cottage School is a community maintained special school. We lead on the coordinated provision and integrated referral system across a number of agencies (NHS Therapists, NHS Health Teams, Child and Adolescent Mental Health Service, Coram, Camden Educational Psychology Service, Camden Multi-Sensory Specialist Service, and the Children and Young People Disability Services for Social Care).

The school has a referral process that begins with our internal 'Family Inclusion Team'. It progresses to the Multi-Agency referral system outlined below. The weekly meeting with the heads of service takes place at the school to ensure the provision context is linked to joint decision making on next steps.

Class Team Identifies Priority Topic

Professional Learning Community cycle of planning on **Monday** and reflection on **Friday**.

Reflective analysis of information, data and documentation on My Concern.

- 1. Sessions for Team Reflection
- 2. Behaviour and Safeguarding Drop-In
- Class Multi-Agency Support Team (MAST) discussions
- Child and Adolescent Mental Health Service (CAMHS) reflection group discussions

Family Inclusion Team Referral

Weekly meeting to discuss and analyse priorities.

Multi-Agency Support Team Referral

Weekly meeting with the heads of all services.

Information sharing to inform next steps, planning, input, interventions, training or coordinated referrals. Lead Professionals allocated to monitor and feedback to class team and family.

External Agency Referrals

- Children & Young People Disability Services (Social Care)
- Educational Psychology Service
- Child and Adolescent Mental Health Service
- Coram
- NHS services
- External agencies

Strategic Plan - Do - Review - Assess : Bi-Weekly Meeting

This process links to the Curriculum Overview, Planning & Reflective Enquiry and Assessment Cycle:

https://swisscottage.camden.sch.uk/learning/curriculum

https://swisscottage.camden.sch.uk/learning/teaching-learning

https://swisscottage.camden.sch.uk/learning/assessment-progress