

# Primary Inclusion Forum In Brief - FAQs & Panel Dates 2020-21

## What is the Primary Inclusion Forum?

The Primary Inclusion Forum has been created as part of Camden's borough-wide approach to support at-risk students and to reduce exclusions from schools. It has the following roles:

- subsumes the function of the Primary Fair Access Panel (FAP) making recommendations for reintegration into mainstream school, either from Robson House or for children who are not in mainstream school, in line with criteria in FAP
- has oversight of exclusions/children at risk of exclusion
- is a multi-agency solution focussed network and can make recommendations around additional support and co-ordination of multi agency input for children at risk of exclusion
- oversees the allocation of funding from Vulnerable Children's Grant (VCG)
- acts as an admission forum for the Primary Reintegration Satellite
- oversees admissions to Robson House (N.B. this cannot override the statutory SEN process)

## Who attends the Forum?

The membership has been agreed for the coming year and is made up of primary head teachers and local authority representatives who have a role in supporting the inclusion of children in school.

## Who can refer and why?

Referrals to the Primary Inclusion Forum are considered in the following circumstances:

- Children Missing Education and who require a place under the criteria outlined in the Fair Access Protocol, referred via School Inclusion
- Children in specialist provision and who are requiring a mainstream school for re-integration, referred via Robson House
- Children in mainstream school and who are at risk of permanent exclusion, referred via mainstream school

## What do schools have to do prior to referring to Primary Inclusion Forum?

It is expected that any child referred to the Forum will already be accessing support from a network of appropriate professionals, working in collaboration with the school. In all but exceptional circumstances, the referral should be generated in a Team around the Child (TAC) meeting where the parent(s) or carer(s) are able to play a central part.

## Can I refer Outborough Children?

Yes, all children both Camden residents and outborough children can be referred to the Forum for advice and consultation. However, some services are only available to Camden residents and referrals may need to be made to the home borough. For example; support from PLSS is for all children, however placement at the Primary Reintegration Satellite is for Camden children only. ((See Appendix 2: 'Supporting Inclusion Primary Schools: Map of Camden Support Services for Children with SEMH')

## What documentation do I need to complete to refer?

The referral document should be fully completed, and a parental signature will need to be provided. (See Appendix 3 of the main document)

The referral document should set out clearly:

- the behaviour that puts the child at risk of exclusion
- the TAC's analysis of why the child is displaying this behaviour
- the support currently in place to address the behaviour
- a description of how the child's behaviour would need to change in order for the school to feel confident in sustaining the placement
- the type of support the TAC believe is needed to meet the needs of the child

### **What happens if I cannot secure parental consent?**

The Forum will not discuss cases where the consent and views of the parent/carer have not been sought and where consent for information has not been given, unless there is a clear statutory framework for doing so.

### **Can I refer a child I have concerns around for advice and guidance?**

The Forum can accept anonymised referral forms for advice and consultation. This can be helpful when a school has a child they are worried about and a solution focussed discussion with an external network may help clarify the way forward and help prevent concerns escalating.

### **Will the information I share remain confidential?**

The information submitted will be treated confidentially and members cannot disclose any information to any party not directly concerned with the work of panel or involved in a specific agreed support programme.

### **What are the possible outcomes of a referral to the Primary Inclusion Forum?**

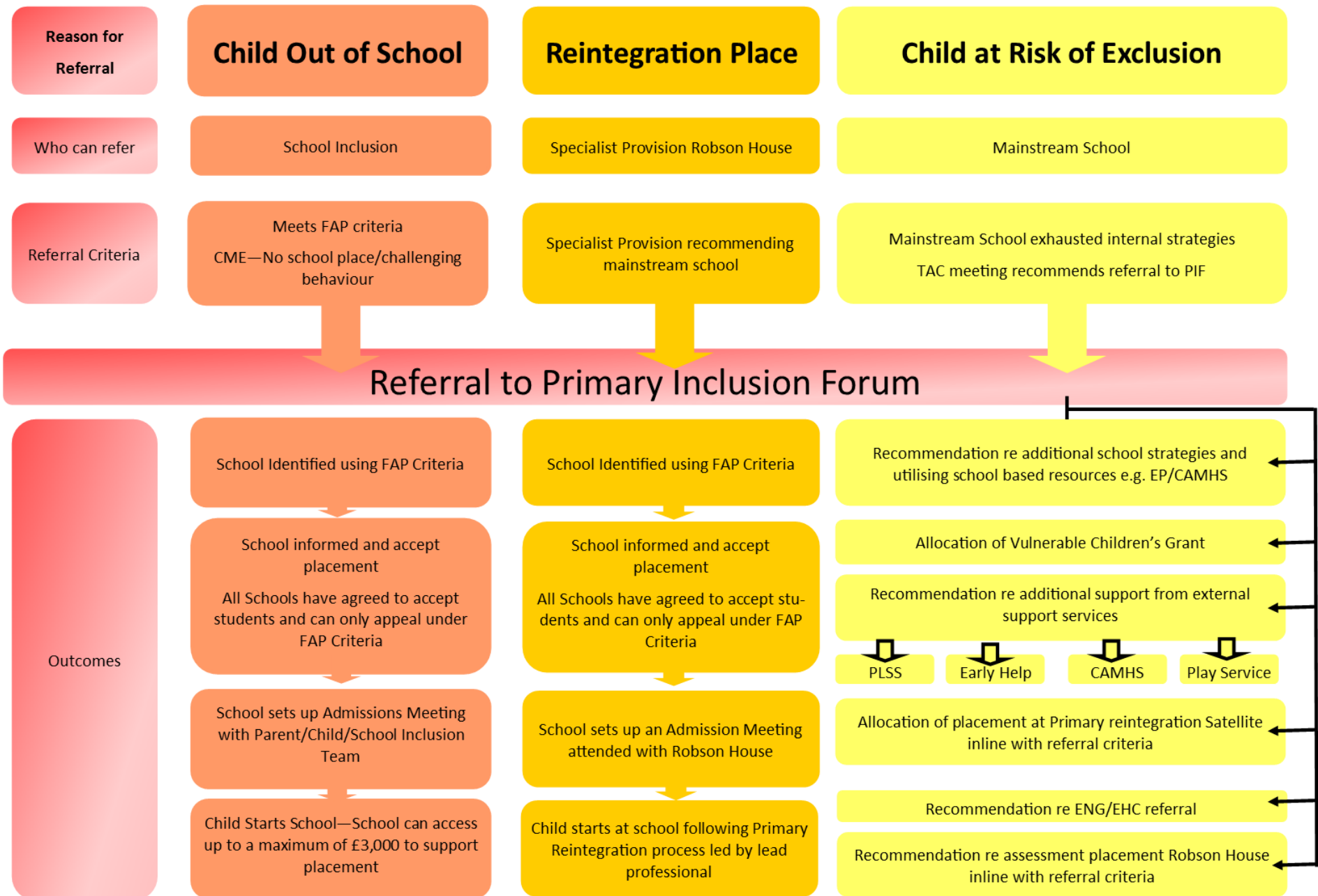
The outcomes of referral to the Primary Inclusion Forum could include:

- Recommendation re additional school strategies and utilizing school-based resources e.g. EP/CAMHS
- Allocation of Vulnerable Children's Grant
- Recommendation re additional support from external support services including:
  - Primary Learning Support Services
  - Early Help
  - CAMHS
  - Other Community Services e.g. Play Service
- Allocation of placement at Primary Re-Integration Satellite, Camden residents only.
- Recommendation re ENG /EHC Referral
- Recommendation re assessment placement Robson House

### **Primary Inclusion Forum Meeting Dates and Referral Deadlines 2020/21:**

<b>Referral Deadline</b>	<b>Inclusion Panel Date</b>	<b>Time</b>	<b>Venue</b>
<i>Thursday 17 September 2020</i>	<b>Monday 21 September 2020</b>	1.30	Rhyl Primary
<i>Monday 9 November 2020</i>	<b>Monday 16 November 2020</b>	1.30	Carlton Primary
<i>Monday 18 January 2021</i>	<b>Monday 25 January 2021</b>	1.30	Torriano Primary
<i>Monday 1 March 2021</i>	<b>Monday 8 March 2021</b>	1.30	St Paul's CE Primary
<i>Monday 26 April 2021</i>	<b>Tuesday 4 May 2021</b>	1.30	Hawley Primary
<i>Monday 21 June 2021</i>	<b>Monday 28 June 2021</b>	1.30	St Alban's CE Primary

**Referrals will need to be submitted to Dylan Buckle Acting School Inclusion Manager**  
[Dylan.Buckle@camden.gov.uk](mailto:Dylan.Buckle@camden.gov.uk)



### **Criteria for Referral to the Primary Inclusion Panel under the FAP Protocol**

- Child CME and where there is no school place available within a 2 mile radius under the usual school admission processes

### **Criteria for Referral for School Reintegration Placement**

- Child is currently in specialist provision and there is a multi-agency assessment that recommends mainstream placement

### **Criteria for Mainstream School Referral to Primary Inclusion Forum**

- Child at risk of exclusion
- School having exhausted existing strategies or are stuck around next steps
- School are committed to the Inclusion of the child referred
- School are committed to a multi-agency approach to support the young person

### **Criteria for Placement at Primary Reintegration Satellite**

Referrals for a placement at Primary Reintegration Satellite will be considered where:

- the child is at risk of permanent exclusion
- the child and family are Camden residents
- there is a recommendation from the existing multi agency network for placement
- the child would benefit from further assessment and intensive focused support
- the child's long-term needs can be met in mainstream school
- the mainstream school are committed to continuing to support the child and work towards the child returning to full time school
- a child is transitioning back into mainstream school

### **Criteria for Placement at Robson House**

Referrals for a placement at Robson House will be considered where:

- the child has significant SEMH needs that have persisted over time
- they are likely to need specialist provision up and beyond 2 terms
- there is a multi-agency assessment that recommends specialist provision
- in some cases, a child will have an EHC plan recommending Specialist SEMH provision via the statutory SEN process