

**OLDHAM EDUCATIONAL AND CHILD PSYCHOLOGY SERVICE**

**& ADVISORY TEACHING SERVICE (QEST)**

Information for Parents and Carers

This leaflet gives you information about the services to enable you to make an informed decision about an Educational Psychologist (EP) or Advisory Teacher (AT) becoming involved with your child.

Oldham Council,

Level 4 Civic Centre,

West Street,

Oldham,

OL1 1UT

Tel: 0161 770 3110

Email: acns@oldham.gov.uk

**PARENTAL CONSENT FORM**

*I have read the information on the other side of this page and give consent to EP/AT involvement with my child*.

Child/Young Person’s Name ………………………………………………………………………………………

Child/Young Person’s Date of Birth ……………………………………………………………………………….

School/Setting……………………………………………………………………………………………………….

Ethnic group (\*see page 3) *(for equal opportunities monitoring)* …………………………………………………

Home language………………………..……………………………………………………………………………..

Parent/Carers’ Name …………………………………………………………………………………………….….

Parent/ Carers’ Signature ……………………………………..…. ……..…… Date: ……………………………

**Educational Psychologists** (EPs) & **Advisory Teachers** (ATs) work with schools to help support children with Special Educational Needs and Disability (SEND). EPs also support with children with wider needs, such as those in care.

SEND includes difficulties with

* Cognition (thinking) and learning
* Speech, language and communication
* Social, mental and emotional health
* Physical and sensory needs

**Getting the EP/AT Involved**

Oldham EPs/ATs mainly take requests for involvement from schools. All schools have a Special Educational Needs Co-ordinator (SENCo)/Inclusion Manager who will liaise with the EP/AT.

In order for school to involve EP/ATs they must first obtain the consent of someone with parental responsibility for the child.

**What does Involvement mean?**

An EP/ATs involvement with a child will vary from case to case, depending on the nature of the child’s needs and the support they require.

EP involvement almost always starts with consultation with school and parents to ensure there is a clear understanding of the concerns and the most appropriate role for the EP.

AT involvement will almost always start with a consultation with school to understand school based concerns and how they can help.

As part of our involvement we may undertake some or all or some of the following:

* **Discussion with staff who work with your child**

Staff hold a lot of useful information about your child in school. The EP brings knowledge of psychological theory and principles. The AT brings knowledge of education/SEND and teaching practice. By working together and problem solving with school staff, we can identify strategies to help your child. Sometimes these discussions are sufficient, and no further EP/AT involvement is needed.

* **Observations**

We may also observe your child to support our discussion with others and our understanding of their needs.

* **Work with your child**

As part of the information gathering process, the EP/AT may carry out some assessments to explore the nature of any difficulties reported. Many of these involve your child working individually with the EP/AT to complete a selection of tasks. The EP/AT may also seek to obtain your child’s views.

* **Discussion with parents/carers**

You may be involved in the assessment process as part of EP consultation or may speak with us as part of a meeting in school. We may ask questions about your child at home and ask for your views and ideas about helping your child. We are always happy to discuss our involvement with your child.

* **Information sharing and storage**

Sharing information about your child is an important part of understanding their needs and helping them. We may seek information from other professionals, e.g. a Speech and Language Therapist; and may also share information with other relevant professionals. We will only share their information when we consider this to be in your child’s interest and in all but emergency or safeguarding situations will seek your consent first. No information will be shared for marketing purposes and any information we keep about your child will be held securely for the legally prescribed amount of time. You have the right to view information kept in your child’s file through following procedures contained in the Freedom of Information Act 2000.

You can also request the privacy notice which explains what data is used and why we collect this data. For more information about the council’s data policies please visit: [www.oldham.gov.uk/dataprotection](http://www.oldham.gov.uk/dataprotection)

* **Feedback**

Any written feedback provided to school about your child is available from staff at your child’s school.

Written feedback can differ in format and sometimes advice will be given verbally where this helps staff to have prompt feedback which they can put into action.

**Our Staff**

All EPs have recognised postgraduate qualifications in Educational Psychology and are registered with the Health and Care Professions Council. The Service offers placements to support Trainee EPs from universities nationally. We also have Assistant EPs who have completed the required qualifications.

All ATs are qualified teachers and SENCos / Inclusions Leads who have additional qualifications within the field of SEND. We also have specialist Teaching Assistants who have the required qualifications and training.

**Giving consent**

EP/AT involvement will not commence until this form has been received

Please note that at any time if you wish to withdraw consent, you can do this by contacting the service on 0161 770 3110 or emailing acns@oldham.gov.uk.

**\*Ethnic group**

You may wish to choose from the ethnic groups used in the 2021 England and Wales census which are:

**Asian or Asian British**

* Indian
* Pakistani
* Bangladeshi
* Chinese
* Any other Asian background

**Black, Black British, Caribbean or African**

* Caribbean
* African
* Any other Black, Black British, or Caribbean background

**Mixed or multiple ethnic groups**

* White and Black Caribbean
* White and Black African
* White and Asian
* Any other Mixed or multiple ethnic background

**White**

* English, Welsh, Scottish, Northern Irish or British
* Irish
* Gypsy or Irish Traveller
* Roma
* Any other White background

**Other ethnic group**

* Arab
* Any other ethnic group