**Redesign of Additional Support Services**

**Context**

The term Additional Support Need is prescribed by the Education (Additional Support for Learning) (Scotland) Act 2004 and as amended 2009. This defines a pupil as having ASN ‘if they need more or different support to what would usually be provided to pupils of the same age.’ This definition is much broader than was previously the case and includes pupils with a wide range of needs. Given the breadth of need, the focus of many of the specialist support services in Highland is to provide early intervention or prevention support to universal services, while also providing direct targeted support where this is required.

Children and young people in Highland = 46,465. Pupils in school = 35,102

11,363 0- 4 year olds

29,623 5-15 year olds

5,479 16-17 year olds

Pupils are educated in:

174 mainstream primary schools

29 mainstream secondary schools

3 special schools (145 pupils)

3 small offsite intensive support and vocational provisions for 14-16+

11,832 school aged children have additional support needs (33.7%). 2278 with level 3 or 4 ASN (19% of all pupils with ASN and 6.5% of all pupils)

Most pupils with ASN have their education provided in additionally resourced schools or in mainstream classes

**Budget**

Total ASN budget of £36,060,127

* £24.8m supports the Area ASN teams – ASN Teachers and PSAs in mainstream schools
* £3.5m supports special school staffing
* £7.7m supports the central specialist teams ie Educational Psychologists, Primary Mental Health Workers, Allied Health Professionals, Sensory Service, EAL etc

**Over last 5 years**

* Numbers of children and young people recorded as having significant ASN (level 3 and 4), has risen from 1682 to 2278
* Recognised rise in the level of need identified in schools across Scotland
* Differences between local authorities is more to do with differences in recording than actual need
* Particular increases in children with complex medical and physical needs and also in children with significant social and emotional needs.

**Legal responsibilities**

* Provide ‘adequate and efficient’ education
* Assess, plan for and meet identified additional needs
* Provide specialist services to support pupils ie educational psychologists
* Ensure equality of opportunity and promote diversity
* Ensure children’s rights are met
* Monitor services against equality impacts

**Allocation of Resources**

Model agreed at the Adult and Children’s Services Committee in September 2012 takes account of :

* school roll,
* level of deprivation
* level of need as identified by school staff.

Matrix of Need used to identify the level of need. The use of this tool is moderated each year to ensure consistency across Highland (Target = 95% 2016 = 83%)

The model is based on the principle that the available resource should match the identified need and so requires staff to be flexible, to ensure that support can follow need and to accept that this can vary from year to year as pupils move between schools

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**Redesign Process**

The redesign review provided a further opportunity to review some of the processes and functions of the ASN team, following a comprehensive review of ASN services and provision in 2014.

Actions and Updates

* **Move to a system of assessing need and allocating resources to an ASG**
  + Tain ASG piloted this approach this year
  + Allocations made to schools in May/June 2017, no significant issues
  + A detailed LEAN review has been undertaken to review the process of Resource Allocation across schools. This has been a helpful process, taking a comprehensive look at who is involved and how the process can be improved.
* **Review Matrix of Need and of Childs Plan**
  + Annual moderation of current matrix completed
  + Revised matrix created and being piloted in 8 schools
* **Review staff job roles**
  + 882 number of PSAs, 743 HC04s and 139 HC05s (110 in Special Schools)
  + Draft of revised PSA Handbook
  + Meetings arranged with unions re review of support staff roles and responsibilities
* **Staff training**
  + Audit of staff training for ASNTs undertaken
  + Training strategy agreed for PT ASN and will be developed with staff for PSAs.
* **Management and Monitoring of Staff Absence**
  + Information to Performance Management Team to gather absence data
  + Sal6 data for PSAs provides to ASN Managers monthly by Finance team
* **Monitor ASN Adaptations within the Capital Plan**
  + Estates and ASN Teams have worked on guidance for schools re adaptations
  + ASN Teams review of guidance to estates re specific issues
  + Updates monitored for Accessibility Strategy Report

[The full report can be viewed at this link:](http://www.highland.gov.uk/staffsite/downloads/file/5807/waste_management)  [Redesign SharePoint Site](http://ntsp2010web/sites/RedesignSite/SitePages/Home.aspx)

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