

STLS - PD

An introduction to our service

How do you access or refer to PD STLS?

- The only method of referral is through LIFT.
- Referrals are then forwarded to the PD County Lead (Julie Jackson) who will advise as to whether the CYP will come onto our case lists or whether there are other recommendations she can make to support you when the referral does not meet our threshold for ongoing support and intervention.



PD Surgeries

- You are also welcome to contact me or Julie with an unnamed case for advice if you are unsure whether to refer to LIFT.
- We are now running termly PD Surgeries in each of the 4 areas of Kent where you can book a 10-15 minute slot to discuss a child and seek advice via Teams. We will also be able to advise you as to whether the child would meet our threshold and a LIFT referral needs to be made.
- You can book these by contacting Julie Jackson directly. jjackson@valence.kent.sch.uk



PD Surgeries (South)

- 10th May 2021 p.m.
- 28th June a.m.
- Other dates are available for other areas of Kent, if these are not convenient. (Please ask for further information)
- Early Years surgeries in South Kent will be held on April 29th at 9.30 am and June 24th at 1.30 pm. Dates for next year are on the STLS Valence website (www.stlsvalence.com)



PD STLS Newsletter

**Click this link to read the
[LATEST NEWS LETTER FROM
STLS PD](#)**

SPRING NEWSLETTER FROM THE PD TEAM

Introductions!

Hello and welcome to our first PD STLS Newsletter! For those of you who don't know us, we are a small team of Specialist Teachers that work across the County with nurseries and schools to support inclusion of children and young people with Physical Disabilities and/or Complex Medical Needs. Valence school are commissioned by KCC to offer this outreach support. Referrals can be made through the local LIFT meetings and are allocated, where appropriate by Julie Jackson, County Lead. From term 5, we will also be offering Area Surgeries so you can take the opportunity to speak virtually to us, anonymously for advice. Please scroll to the end for the flyer dates and how to book.

We are excited to be offering three newsletters a year which will include:

- **A 'Diagnosis Focus'**
- **Termly Topics**
- **Frequent Queries**
- **Signposting**

Training

- Online training
 - Care Plans and Risk Assessments
 - Fine Motor Skills and Recording
 - Supporting Non-verbal children in the early years
 - Moving and Handling
- Training offer 2021-22 – book via www.stlsvalence.com
 - Toilet Troubles
 - Fine Motor Skills and Recording
 - Developmental Coordination Disorder
 - Hemiplegia



PD STLS Website & Training

- We now have our STLS Valence website which includes PD, Sensory and Sevenoaks district www.stlsvalence.com
- On our website you can access help/advice sheets on a variety of topics, as well as on-line trainings.
- Advice documents: [Advice and Resources \(stlsvalence.com\)](http://stlsvalence.com)
- Training - [PD on-line learning materials - Teaching & Learning Service \(stlsvalence.com\)](http://stlsvalence.com)



Care Plans, Risk Assessments, Intimate Care Plans & PEEPs

A brief introduction.

Care Plans, Risk Assessments and PEEPs.

- These are 3 of the 4 key documents which we are most commonly asked about or support with.
- We run our own training on these documents which can be accessed on the PD STLS webpage. [PD on-line learning materials - Teaching & Learning Service \(stlsvalence.com\)](http://stlsvalence.com)
- Each of these documents should be updated annually or sooner if there is a change, and counter signed & dated by parents/guardian.

KELSI – Health Care Guidance for Schools

- [Guidance-for-Schools-Health-Care-Sept-2015.pdf \(kelsi.org.uk\)](#)
- [SEND Policy, Forms and DFE Guidance – KELSI](#)

Please ensure you are familiar with both documents.

The second document has an example Health Care Plan template as an appendix at the end.

Care Plans

- Care plans from other medical professionals should be attached and NEVER re-written. E.g. epilepsy, diabetes, SALT etc.
- https://www.kelsi.org.uk/_data/assets/word_doc/0016/83221/Individual-healthcare-plan.doc

KELSI – Health Care Guidance for Schools

[Guidance-for-Schools-Health-Care-Sept-2015.pdf \(kelsi.org.uk\)](#)

[SEND Policy, Forms and DFE Guidance – KELSI](#)

Please ensure you are familiar with both documents.

The second document has an example Health Care Plan template as an appendix at the end, as well as an exemplar for the administration of medicines.

Template A: individual healthcare plan

Name of school/setting	
Child's name	
Group/class/form	
Date of birth	
Child's address	
Medical diagnosis or condition	
Date	
Review date	
Family Contact Information	
Name	
Phone no. (work)	
(home)	
(mobile)	
Name	
Relationship to child	
Phone no. (work)	
(home)	
(mobile)	
Clinic/Hospital Contact	
Name	
Phone no.	
G.P.	
Name	
Phone no.	
Who is responsible for providing support in school	

Describe medical needs and give details of child's symptoms, triggers, signs, treatments, facilities, equipment or devices, environmental issues etc

Name of medication, dose, method of administration, when to be taken, side effects, contra-indications, administered by/self-administered with/without supervision

Daily care requirements

Specific support for the pupil's educational, social and emotional needs

Arrangements for school visits/trips etc

Other information

Describe what constitutes an emergency, and the action to take if this occurs

Who is responsible in an emergency (*state if different for off-site activities*)

Plan developed with

Staff training needed/undertaken – who, what, when

Form copied to

Risk Assessments

- Risk assessments are used to identify and document strategies to minimise risks and hazards to a specific CYP or those working with them.
- KCC 5 step approach on KELSI
- [Risk assessment and Associated Guidance – KELSI](#)
- PE lessons, or other lessons with a higher level of potential risk, should be risk assessed separately and for each lesson.

PEEPS

- Personal emergency evacuation plans
- Any person (adult or child) who needs assistance to evacuate from the building will need a PEEP in place. (PD, VI, HI)
- The CYP and staff need to have practiced evacuating following the PEEP. All staff should be aware of what it says.
- It should be agreed and shared with your fire safety officer in school.
- [Fire - KELSI](#)

Intimate/Personal Care Plans

- If a CYP needs help with their personal care beyond that of their peers, they will need an intimate care plan in place. (i.e. a school aged child).
- This will also need to be signed and dated by their parents/carers; updated annually or sooner if there is a change.
- Older CYP should be involved in writing their document (pupil voice). You can find examples on the STLS PD website
- [ERIC](#)

Moving & Handling Training

- Occupational Therapists will train staff how to support a CYP with transfers into and out of seating, or to the toilet.
- General moving and handling training, including hoisting can be accessed from Valence School. Please contact: Julie Jackson (jjackson@valence.kent.sch.uk)
- The 3 theory modules are available online via this link. However, they cannot be accredited until the half day practical training has been attended.
- [PD on-line learning materials - Teaching & Learning Service \(stlsvalence.com\)](http://stlsvalence.com)



Contacting Local Health Services

- OT/physio/SALT - [How to refer a child to the service - East Kent Hospitals University NHS Foundation Trust \(ekhuft.nhs.uk\)](https://ekhuft.nhs.uk)
- HEN - Home Enteral Nutrition Service | [Kent Community Health NHS Foundation Trust \(kentcht.nhs.uk\)](https://kentcht.nhs.uk)
- Bladder & Bowel Nursing Team - [Specialist Children's Bladder and Bowel Nursing Team | Kent Community Health NHS Foundation Trust \(kentcht.nhs.uk\)](https://kentcht.nhs.uk)
- School nursing team - [School Health \(Kent\) | Kent Community Health NHS Foundation Trust \(kentcht.nhs.uk\)](https://kentcht.nhs.uk)
- Epilepsy Nurse – [Community Children's Epilepsy Nursing Team \(kentcht.nhs.uk\)](https://kentcht.nhs.uk)
- [Kent Health Needs Education Service \(KHNES\) - KELSI](https://kentcht.nhs.uk)

- KMCAT - [Kent and Medway Communication and Assistive Technology Service - KELSI](https://kentcht.nhs.uk)

PDNET

- [pdnet – a network for those supporting learners with physical disability](#)
- This is an online network for schools / those working with CYP with PD.
- There is online training, support, and provision self evaluation tools.

Contacting PD STLS

- Nicola Uttin (STLS PD for Dover, Folkestone & Hythe)
- nuttin@valence.kent.sch.uk
- Mobile: 07702973079

- Julie Jackson (STLS PD County Lead)
- jjackson@valence.kent.sch.uk
- stlspd@valence.kent.sch.uk
- Mobile: 07714 246396