



Children's Hospital School

Magpie Learning Centre (early intervention placement) – Service Level Agreement

Between: School / Academy and Children's Hospital School

Pupil Name: Pupil Date of Birth:

Purpose

The purpose of this Service Level Agreement (SLA) is to establish and clarify the operational and financial arrangements between The Children's Hospital School and Home School / Academy.

The SLA will set out the terms and conditions of how The Children's Hospital School will work in partnership to provide support for pupils with medical needs who require an early intervention placement.

Once the signed form has been received by The Children's Hospital School, support for pupils can commence subject to appropriate information being received and according to dual registration arrangements. This SLA provides a basis for effective partnership working between The Children's Hospital School and schools / academies.

Our Commitment

The Children's Hospital School agrees to:

- Make a personalised educational programme in a safe environment.
- To undertake appropriate educational assessments to ensure the correct personalised learning programmes are provided and to support the return to school.
- To monitor and evaluate the effectiveness of provision for individual pupils who are on an integration programme. Support the home school in the development of an appropriate and sustainable integration programme.
- Contribute to Education, Health, and Care Plan assessments according to the Code of Practice, where required.
- Support and advise schools in maximising the achievements and attainment of pupils with medical needs.
- Work closely with parents, external agencies and home schools
- To ensure accurate sharing of information, providing progress, attendance and safeguarding updates to home schools and external agencies that are involved with the pupil.
- Work with schools to support a successful transition back into school
- To make available all safeguarding, insurance and risk assessment documents for schools on request

Home School's Commitment

The home school / academy and their Governors agree to:

- Maintain pupils on their school roll.
- Ensure there is a named contact person (usually the SENCo) for pupils with medical needs.
- Work with staff at The Children's Hospital School to plan and implement individual learning plans for pupils with medical needs which have special or additional educational needs.
- Implement the school's policy on Inclusion, Equalities and Special Educational needs, taking into account the code of practice, DfE statutory guidance and any LA policies.



Children's Hospital School

- Maintain collaborative and positive working relationships with The Children's Hospital School, parents/carers, and outside agencies.
- To attend any multi agency review meetings organised by The Children's Hospital School.
- Work with The Children's Hospital to plan and implement any individual healthcare and reintegration plans.
- To support the implementation and success of reintegration plans for pupils.

Financial arrangements

The home school / academy agrees to pay the amounts as set out below:

	Days per week	Duration	Cost
Key stage 2	2 (Tues / Thurs)	min. 6 weeks – max. 8 weeks	£105 per day
Key stage 3	3 (Mon / Wed / Fri)	min. 6 weeks – max. 8 weeks	£105 per day

Invoices will be generated in advance, initially for a 6-week placement with payments required before support commences. Any extension of the initial 6-week period will be agreed at least 2 weeks prior to the planned end of a placement resulting in an additional invoice to schools for this amount.

Termination of a pupil's placement

The Children's Hospital School retains the right to end the placement of a pupil before the agreed end date if the Head Teacher deems this necessary. This will be the case when it is clear to all parties that there has been a serious breach of The Children's Hospital Schools code of conduct / SLA or it is clear through regular communication with the referring school / academy that the pupil's placements has broken down and it is no longer in the pupil's best interest for the placement to continue.

If a pupil is at risk of their placement being withdrawn, The Children's Hospital School will work with home schools to provide as much notice as reasonably possible and will ensure that appropriate reintegration/alternative education provision is in place.

For any breach of the service level agreement, we will in the first instance attempt to effectively resolve the issue with the referring school / academy. Should this breach not be resolved, then CHS may wish to withdraw from the agreement, however, consideration must be made to ensure the progress and welfare of any pupil on current placements.

The Children's Hospital School will only look to terminate a pupil's placement as a very last resort, after all strategies and interventions have been unsuccessful.



Children's Hospital School

Declaration

On behalf of The Children's Hospital School, I have read and understood this Service Level Agreement. I will ensure that the content is disseminated to relevant staff within my organisation and that we agree to abide by the terms and conditions of this agreement for providing educational support.

Signed: *Stephen Deadman* Stephen Deadman (Headteacher), The Children's Hospital School

On behalf of I have read and understood this Service Level Agreement. I will ensure that the content is disseminated to relevant staff within my organisation and that we agree to abide by the terms and conditions set out in this agreement.

Signed: Headteacher

Print Name:

Date:

Completed agreement should be sent to the school either:

by post - Children's Hospital School, Willow Bank School, Simmins Crescent, Leicester, LE2 9AH or

via email referrals@childrenshospitalschool.leicester.sch.uk

If you would like to discuss any aspect of the referral process, please contact Elaine Stephens, Review and Referral Administrator on 0116 229 8137 (option 3)