



Northumberland County Council

Psychological Services

<https://www.northumberland.gov.uk/Children/Needs/Psychological-Services.aspx>

What happens when I agree that it would be useful for school to involve an Educational Psychologist (EP) to support my child?

What is the step by step process from the school requesting support to final actions taken?

If the school feels Educational Psychology involvement would support their work with your child they will discuss this with you and explain why. School will then complete a request for involvement form which sets out what they would like the EP to support with and ask you to sign the form to give your consent. This will give you the opportunity to consent (or not) to an Educational Psychologist discussing your child with staff, to have discussions with other professionals and to work individually with your child. It also gives information about how information gathered will be stored under the terms of General Data Protection Regulations (GDPR). From this point work will be planned in conjunction with the EP and school.

What are the potential outcomes of an Educational Psychology assessment?

The specific outcomes of working with an EP will very much depend on why the EP has been involved by the school. Broadly speaking the outcomes will usually include:

- having more understanding of why your child / young person may be finding some things tricky.
- a clearer picture of your child's approach to things and what kind of support (form of instruction / type of resources etc) helps them.
- information about the level they are working at in different areas of development.
- ideas for how to do things differently to support your child's development.
- ideas about how to review the impact of any suggested changes to how your child is supported in school.

A written record of the work undertaken will be provided. The format of this record will depend on the work undertaken (eg it could be a consultation outcomes summary or a more

Psychological Services

Aesca House, South View, Ashington, Northumberland, NE63 0SF

01670 624813 (F) 01670 620018 (E) psychservices@northumberland.gov.uk



formal report). This record will be shared with parents, school setting and any others who the parent gave consent / requested for it to be shared with.

What does the form of assessment of the child take and who will be present?

The form of the assessment will depend on what information the EP feels they need to help support the school. This will also determine who will be present. This will be discussed and agreed with you. It may include:

- classroom observation.
- working alongside your child in the classroom.
- teacher consultation.
- individual work with your child - to find out their views or complete standardised or non-standardised assessment tasks.

If individual work is going to be undertaken it will usually just be the EP and your child, you will be aware that this is going to take place. If your child is anxious about working with new people the EP usually invites an adult who your child knows into the assessment room for reassurance. If you would like to be present during individual assessment tasks please discuss this with the EP when you meet them.

What tasks / activities if any will the child be asked to undertake?

This will vary depending on the reason the EP has been invited to work with your child. Your child may do activities that include: reading, writing, answering closed and open questions, drawing, solving problems. It may include activities which:

- gather your child's views about school, what they find difficult and how they learn best.
- looks at how your child approaches problem solving by giving them puzzles to solve and see how they respond to different forms of support.
- assesses their academic attainment - reading / spelling / writing / numeracy assessments.
- looks at emotional and social development - looking at how they might respond in different situations or asking about different emotions.

Who receives the information the Educational Psychologist gathers on the child?

The information is stored electronically on the child's e-file within SEND Support and will be retained, for the majority of cases, until the child is 25.. Written reports are shared with the parent and the school and any other professional(s) that the parent has given consent for them to be shared with. The fact there has been EP involvement is recorded on the education data system EMS without any details of what work has been undertaken. This is in accordance with parental consent signed before the service gives any support.

The full privacy notice is available on the service website.

<https://www.northumberland.gov.uk/Children/Needs/Psychological-Services.aspx>

Who has access to this information now and in the future? - The information is accessible to SEN support staff who are working with the child until the end of data retention period. Information that has been sent to school/setting is retained within the guidelines of their retention policy.

Is this information kept on the child's educational record and for how long?

EMS will show that there has been EP involvement but no detail of involvement, EMS records are retained in accordance with the county data retention policy. The school will retain the information in line with their policies too.

How is this information used throughout the child's education?

The school will use the information to inform how they plan for and review the progress of the young person. They will seek further EP involvement, and new parental consent for this, if they feel the information is no longer relevant and an updated picture is required.

Website

The team website has a range of information about how the service works including leaflets for parents and a monthly blog highlighting some of the work the team have undertaken

<https://www.northumberland.gov.uk/Children/Needs/Psychological-Services.aspx>

Contact

If you have any questions about the work of Psychological Services, or would like to talk to an EP before agreeing EP involvement for your child, please do not hesitate to contact:

Paula Hesford, Team Manager

Katinka Bryan, Senior Educational Psychologist

01670 624813