

Folio Welfare Services

Our service provision for local schools



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Folio is a collaboration of schools who implement a self-improving system with a child centred focus. We support young people to develop their character, reach their personal best and unlock improved life chances through memorable experiences and improved health and well-being.



At Folio Education Trust Education Welfare Service, we are focused on promoting the welfare, attendance and punctuality of all young people within our partner schools. We achieve this by implementing proven intervention strategies tailored to meet the needs of the young person, their family and the educational institution.

Through bespoke pupil and family casework, we offer targeted support, with a focus on early intervention strategies.

We respond and adapt to the changing needs of the institution along with changes in relevant legislation and guidance.

We work in partnership with the Local Authority and other relevant agencies in order to promote a multi-agency approach to improving outcomes for our young people.

Bespoke Training Sessions

Full day (6 hours) or Half Day (3 hours) bespoke training packages, perfect for INSET days.

Attendance & Welfare

Choose from a range of topics including:

- Legislation surrounding school attendance (45mins)
- CME guidance and procedures (45 mins)
- Fixed Penalty Notice guidance and procedures (45 mins)
- Types of Absence – authorised and unauthorised – when to use which codes (45 mins)
- Management of persistent absentees (60 mins)
- Managing poor parental engagement (30 mins)
- Tackling sensitive issues with parents/pupils e.g. SEN, Mental Health, SG concerns (30 mins)

- Reduced Timetables v Illegal Exclusions (30 mins)
- SIMS reports and analysis of data (60 mins)

Safeguarding

Choose from a range of topics including:

- Update on legislation and guidance e.g. KCSIE (45 mins)
- When and where to refer what (30 mins)
- Recording safeguarding concerns (30 mins)
- Abuse – emotional, physical, sexual, neglect, domestic (60 mins)
- Mental Health – local services and referral procedure explained (45 mins)
- CSE (45 mins)
- FGM (45 mins)
- County Lines/Gang involvement (45 mins)
- PREVENT and CONTEST (45 mins)
- SCR updates and recommendations (45 mins)

Wellbeing Workshops for Parents/Carers

A six week course for parents/carers, tailored to promote parent/carer wellbeing and empowerment. Focus is always on the child, and often the parent/carer wellbeing can get lost. This package is designed to provide parents/carers with information, support and guidance in areas which in our experience, they need it most.

The course is run across six sessions, each 90 minutes long. Sessions can be held at times convenient for parents/carers, and can be organised for morning or after school, depending on the preference of the majority partaking in the course.

Session 1 – Mental health

Session 2 – Creating balance

Session 3 – Managing stress

Session 4 – Goals and aspirations

Session 5 - Importance of good sleep and nutrition

Session 6 – Building and maintaining positive relationships

Drop in Sessions for Parents/Carer

You can hire an EWO for a 3 hour session to provide a drop-in service to parents/carers. The purpose of this is to give parents/carers a forum in which they can speak to an external party regarding their concerns. Issues that the drop-in sessions could cover:

- Improving their child's attendance
- Improving their child's punctuality
- Information regarding support agencies available in the local area
- Concerns regarding their child's wellbeing in or out of school
- Managing challenging behaviour

Records of all meetings with parents/carers during the drop-off session will be provided to appropriate school staff along with specific recommendations on how best the school can effectively follow up.

Transition Workshop for Year 6

This two hour workshop is specifically designed to provide Year 6 pupils with the confidence and information they need to effectively and calmly transition to secondary school. The workshop includes the following topics:

- Building new relationships
- Managing change
- Managing stress and dealing with fears
- Who to go to for support
- What to expect in secondary school

Available Packages

Bronze Package

- 1 session per month (10 sessions) OR 1 session per half term (6 sessions)
- Whole school data analysis including identifying strengths and areas of focus, this includes devising an action plan for moving forward
- Review of whole school attendance management strategies (e.g. reward/sanction schemes)
- Review of school attendance policy
- Monitoring of persistently absent pupils (<90%) and giving advice and guidance on next steps
- Early intervention meetings with parents/carers
- Support and guidance to draw relevant data and reports for analysis on SIMS
- Guidance on repeated illness/medical absence and how to reduce this
- Support with Fixed Penalty Notice referrals
- Advice regarding 'Children Missing in Education' cases
- Deliver attendance assemblies and punctuality workshops to pupils
- Be available to provide email/telephone advice as needed on issues which cannot wait until the next scheduled visit. The EWO will reply to all messages as soon as is practicably possible.

Silver Package

- 1 half day per fortnight (19 sessions)
- All support included in the bronze package
- Fortnightly monitoring of attendance data and putting interventions in place at an early stage
- Undertaking 'Early Help' assessments and making other appropriate referrals
- Acting as 'Lead Professional' and co-ordinating support for pupils/families
- Organising and attending 'Team Around the Family' meetings and providing a write up of meeting notes
- Undertaking home visits and providing home visit reports
- Carrying out gate checks to tackle poor punctuality
- Leaflet/termly letters to all parents updating on class/school attendance and reminding of presence of EWO within school
- Undertaking initial stages of enforcement action, including parenting contracts, followed by a referral to the Local Authority for stage 3 interventions if necessary

Gold Package

- 1 half day per week (39 sessions)
- All support included in the bronze and silver packages
- Completing safeguarding referrals including MASH
- Complete Fixed Penalty Notice referral forms and liaise with the Local Authority to get outcome
- Provide supervision, advice and guidance to relevant staff in relation to attendance, punctuality and safeguarding procedures
- Keep a catalogue of evidence for stage 3 referrals and produce witness statements for referral for criminal prosecution
- Attend Court if required to give evidence in support of criminal prosecution, should the case progress to trial

Platinum Package

- 1 full day per week (78 sessions)
- All work included in bronze, silver and gold packages
- Intensive support in improving attendance and punctuality
- Attendance at Child Protection conferences, core group meetings and Child in Need meetings
- School is offered enhanced support, training, guidance and supervision
- More opportunities to devise valuable, preventative strategies
- Increased level of targeted support
- Innovative resource development
- EWO attendance at parent's evenings if required

EWO SUPPORT		
BRONZE PACKAGE		
Half Termly	Cost Per Session	£150
	No. of sessions	6
	Total p/a	£900
Monthly	Per Session	£145
	No. of sessions	10
	Total p/a	£1,450
SILVER PACKAGE		
Fortnightly	Cost Per Session	£143
	No. of sessions	19
	Total p/a	£2717
½ Day Per Week	Cost Per Session	£140
	No. of sessions	39
	Total p/a	£5,460
GOLD PACKAGE		
½ Day Per Week	Cost Per Session	£140
	No. of sessions	39
	Total p/a	£5,460
PLATINUM PACKAGE		
1 Full Day Per Week	Cost Per Session	£140
	No. of sessions	78
	Total p/a	£10,920

TRAINING COSTS	
ATTENDANCE & WELFARE TRAINING	
Half Day	£150
Full Day	£300
SAFEGUARDING TRAINING	
Half Day	£150
Full Day	£300

WELLBEING WORKSHOPS FOR PARENTS	
6 Week Course	£420
DROP IN SESSIONS FOR PARENTS	
1 Session per Month	£135
1 Session per Half Term	£125

TRANSITION WORKSHOP YEAR 6	
2 Hour Session	£100

It is Folio's intention to deliver a cost effective solution for all our partners. As a non-profit organisation, it is our intention that as the service provision grows we will be able to offer a reduction in all our prices for our valued partners.

Why choose us?

We Offer

- Extensive experience supporting a range of educational establishments including primary, secondary and alternative provisions.
- A strong focus on early intervention, using supportive rather than punitive measures wherever possible.
- In-depth and up to date knowledge and expertise in attendance and welfare matters, including relevant legislation and guidance.
- Good working relationships with colleagues in the Local Authority as well as with other agencies including CAMHS.
- Working knowledge of the staged intervention approach to poor attendance with an ability to follow enforcement cases through to prosecution if needs be.

Testimonials

'Knowledgeable, professional and incredibly helpful and supportive. A really valuable service that has positive impact on attendance.' - Karen Steele local HT

'Folio's EWS works holistically with our children and families to improve attendance and punctuality and engage with education generally. The support we have received from Folio's EWS has been invaluable. There is always someone at the end of the phone to answer any questions; offer advice and to support us with policies, reports, home visits and meetings with families.' – Sam Sandle – Headteacher St Peter's

'Since we have had Katie as our EWO, we have noticed a significant improvement in the way in which attendance issues are handled. She responds very quickly to any concerns that we have, deals with parents in a very polite and professional manner and is unwavering in pursuit to improve outcomes for pupils.' Dan Bowden (Greenvale)

'Katie Beard, EWO with Folio, provides Purley Oaks with exemplary service. At the core of her practice is an understanding of our school's ethos and a dedication to supporting the whole family to improve attendance and punctuality.' Ann Peters – Assistant Headteacher, Purley Oaks



Educational psychologists support schools and the local authority to improve all young people's experiences of learning, enabling them to achieve their full potential. Having direct access to an Educational Psychologist offers schools the freedom to use the service when it is required in addition to considerable financial benefits.

We offer

- Assessment and observation, including a thorough explanation of your pupil's difficulties and the underlying issues which are holding him or her back. This may involve a diagnosis.
- Advice and consultation with SENCo, Inclusion Manager, Headteacher, Class Teacher, parents and others.
- Personalised and specialist recommendations that can be incorporated into learning support plans at school.
- Ideas and advice for parents to work with the child at home.
- Bespoke training and services to suit you.
- Suggestions for reasonable adjustments and exam access arrangements, if appropriate.
- Signposting on more specialised assessments, if appropriate.
- An EP report which can be used to inform your pupil's teaching and which can also be used to draw up an EHC Plan.

Pricing Structure

Schools can choose to buy one-off, ad hoc assessments, or blocks of three or more days (days include half a day of direct support and half a day for writing reports/feedback).

When booking blocks, visits are scheduled to take place on dates across the school year, to suit your needs and you will be allocated the same psychologist for each visit.

EDUCATIONAL PSYCHOLOGIST		
BRONZE PACKAGE		
5 days per year	Equivalent cost per session	£480
	Total p/a	£2,400
SILVER PACKAGE		
10 days per year	Equivalent cost per session	£470
	Total p/a	£4,700
GOLD PACKAGE		
15 days per year	Equivalent cost per session	£460
	Total p/a	£6,900
PLATINUM PACKAGE		
20 days per year	Equivalent cost per session	£450
	Total p/a	£9,000
AD HOC DAYS		
	Cost per session	£480

Schools that buy into a Silver, Gold or Platinum package will qualify for a free half day session per year for staff training, parental workshops, etc.

Why Choose Us?

- Our prices will be lower than your authority based Educational Psychology service. You are guaranteed to save money.
- You have freedom and access to an Educational Psychologist when you need the service. You can create a bespoke package which meets the needs of your school community and use the time flexibly.
- We can tailor support to your needs and begin a service agreement when you choose during the year.
- Save money, yet have quality assurance with an experienced Educational Psychologist.
- A fast and efficient set up and purchase process.
- Continuity for young people and families as they move from primary to one of our secondary schools.
- Written reports within two weeks.



To continue the support of the welfare of young people Folio Education Trust offers a counselling service. A trained counsellor can help young people to understand their emotions / challenges and guide them in dealing with their issues in healthy and appropriate ways.

We offer

A confidential non-judgemental space for young people to come and explore their challenges. Working from a person centred standpoint, integrating coaching techniques to create a more collaborative approach for a young person to initiate positive changes, set goals, develop problem solving techniques and make positive decisions across a wide range of issues and challenges they may be facing.

Possible issues that may require counselling

- Depression / anxiety, bullying
- Panic / anxiety attacks
- Exam stress, organisation, making changes
- Parental relationship issues, friendships
- Childhood abuse, (sexual physical and emotional)
- Rape / trauma
- Self-esteem confidence, anger management
- Bereavement (grief and loss)
- Behaviour issues
- Self-harm, suicidal thoughts, over thinking

- Addictive behaviours (food, drugs, alcohol)
- Sexual orientation issues
- Gender identity concerns
- Body image issues

Welfare

We have many helpful resources within Folio and can refer young people and their families to the appropriate services where needed i.e. charities, funding applications, housing/legal advice, or health and wellbeing services.

BACP Ethical Framework and Confidentiality

Adhering to the BACP ethical framework, it is the legal duty of a school counsellor to abide by the Data Protection Act GDPR to protect client's personal data and maintain client confidentiality. All young people seen by the school counsellor are made aware of the BACP confidentiality policy. All information shared within the counselling session is confidential. If there is a perceived risk of serious physical, mental, sexual or emotional harm to self or others, appropriate action will be taken. This will be explored and discussed with the young person before the information is shared with the Designated Safeguarding Lead within the school. In line with the Data Protection Act all client case notes will be stored safely in a locked draw to ensure confidentiality.

Full information about the BACP Ethical Framework can be found here:

www.bacp.co.uk/events-and-resources/ethics-and-standards/ethical-framework-for-the-counselling-professions/

Referrals process

When a young person has been identified as someone who may benefit from a course of counselling by their class teacher, a referral form needs to be emailed to the relevant key stage leader or designated safe guarding lead for the school. The young person is then placed on the waiting list for a counselling slot to become available. (Students will not be placed on the waiting list without a referral form). When a slot becomes available, the referral will be passed on to the counsellor to commence sessions.

Working in line with the BACP Ethical Guidelines we cannot force a young person to engage in the counselling process. A young person should have total autonomy when engaging in the counselling process. If the young person is not in agreement and engaging in the work the process will not be affective. However, in certain cases, when teachers identify young people they feel are in need of the counselling service they may put the young person forward without discussing this with the student.

Counselling sessions

The school counselling sessions run for a course of six weeks, 30 minutes per session. Depending on the young person's circumstances and needs at the present time, the option will be given to extend their sessions for an additional 2-4 weeks as required. Any extensions would be discussed between the young person and the counsellor around the 4th session.

The counsellor will work in partnership with the young person's circumstances including different agencies if necessary.

Parent/Carer(s) & child sessions within school

When working with young people it sometimes becomes apparent that there are issues within the home, or there is miscommunication with parents/carers. In these cases, the parents/carers may request to come in and have a session with the school counsellor and the young person, or the young person may request this intervention. In these cases, the counsellor will contact the young person's Head of Year, with dates and times in order for them to make contact with the parent/carers for them to attend a session. These sessions have been most effective within the secondary school forum.

Reflective supervision for DSL's / staff

An additional ad-hoc service is offered to schools based on the needs of their staff. Schools can book a two hour reflective supervision session for up to six staff members. Price available on request.

Pricing Structure

COUNSELLING SERVICE PACKAGE	
HALF DAY PER WEEK	
4 students per half day	£5,500 p/a
ONE DAY PER WEEK	
8 students per day	£10,000 p/a

Student Testimonials

'Miss Bond is the best counsellor ever! She really helped me be more happy!', Year 13 student, Wallington County Grammar School

'This helped a lot, she's really nice and I could talk to her about anything and she made me feel quite relaxed.' Year 7 student, Coombe Wood School

'This has helped me become the person I want to be, with healthy friendships. I want to thank my counsellor for everything she has done.' Year 10 student, Wallington County Grammar School

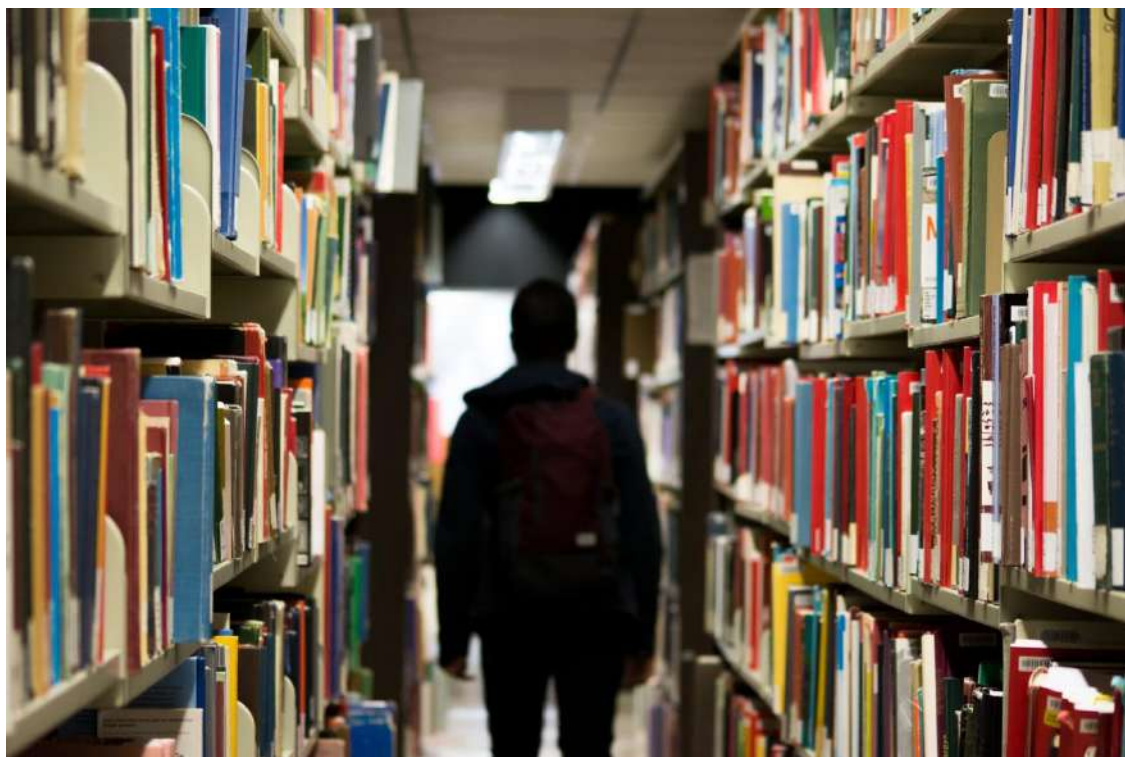
'It always felt like a place where I could express my true self. Also I felt very welcomed and comfortable talking about my issues.' Year 12 student, Wallington County Grammar School

Testimonials

'Renee has been the most wonderful support to the Sixth Form Team and students this year, and her hard work, compassion, diligence and professionalism in her counselling work have made such a genuine and significant impact to the lives of so many of our 16-19 year olds. Although her sessions obviously remain highly confidential, the students that Renee works with often seek me out to say how positive they find her sessions, and what a warm and positive relationship that they develop with her. Indeed, we have seen a significant increase in the number of mental health issues arising with our Sixth Formers, and without Renee's expertise, these students would not get the same high level of support that aids them in overcoming these substantial hurdles in both their education but also their happiness as young adults. As such, I am eternally grateful for Renee's work, her work is both excellent and vital.' Mr A Robertson, Assistant Headteacher, Wallington County Grammar School

'Renee's work has been an invaluable resource which has made a huge difference to the lives of our students and the workload of our staff. Renee is enormously well liked by students and staff alike and the student reflections on the difference the work they have done with her has made are invariably extremely positive. Mr D Jones, Acting Deputy Headteacher, Wallington County Grammar School

'I have found the counselling service this year to be tremendously beneficial for our students. Renee is a warm and friendly presence in the school who has fitted in seamlessly with how we operate. She provides fantastic support for the students and has had a clear and visible impact on those she has been in contact with.' Mr W Smith, Head of Year 7, Coombe Wood School



For further information or to discuss your requirements please contact:

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