



EDUCATION EXECUTIVE

ADVANCED PUPIL SUPPORT WORKERS IN ADDITIONAL SUPPORT NEEDS SCHOOLS

REPORT BY HEAD OF EDUCATION (QUALITY ASSURANCE)

A. PURPOSE OF REPORT

To inform members of the Council's policy of appointing Advanced Pupil Support Workers to Additional Support Needs Schools.

B. RECOMMENDATION

To note the Council's policy of appointing Advanced Pupil Support Workers to Additional Support Needs Schools

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Council's Workforce Management Policies and Procedures. An Equality Impact Assessment of the review of the Pupil Support Worker (PSW) role was undertaken in 2013.
III Implications for Scheme of Delegations to Officers	N/A
IV Impact on performance and performance Indicators	N/A
V Relevance to Single Outcome Agreement	N/A
VI Resources - (Financial, Staffing and Property)	Within existing resources.
VII Consideration at PDSP	None
VIII Other consultations	Consultation was undertaken with Head

Teachers, Trade unions and the wider Community when the Council policy was established in 2013.

D. TERMS OF REPORT

A review of the Pupil Support Worker (PSW) role was undertaken in 2013 in order to ensure high quality school support provision at an appropriate level to meet the needs of all pupils across all school sectors and specialist provision. The Council developed a job remit for a PSW post at two levels – Core and Advanced in order to more fully reflect the requirements of Additional Support Needs provision and developing service requirements.

The advanced level PSW post covers all the duties outlined within the core PSW role but additionally incorporates requirements in relation to supporting pupils with severe and complex additional support needs.

An outline of the key differences between the two post levels, agreed by the Education Executive at its meeting of 13 March 2013, is included in the table below. All of the undernoted duties are carried out under the direction of a teacher.

Core PSW (Band C)	Advanced PSW (Band D)
Provide support to pupils who may have low level additional support needs and/or medical needs.	Provide support to pupils deemed to have severe and complex needs.
	Act as a facilitator for the full participation and integration of pupils deemed to have severe and complex needs.
Support pupil learning	Working with the teacher to develop structured learning programmes, supporting the planning and evaluation of individual educational programmes.
Where required, administer basic short term medication by following the defined and authorised instructions from parents.	After training, participate in the delivery of the pupil's Health Care Plan.
	Provide direct physical assistance to pupils as necessary with feeding, toileting etc.
	Support the use of special aids and equipment.
	Assist with the lifting and positioning of pupils where mobility is restricted.

The review addressed the anomaly that Nursery Nurses were working in an environment that their professional qualification would not prepare them for, and for which a Nursery Nurse qualification was not required. The review resulted in a role

description for suitably qualified staff to undertake the duties required within Additional Support Needs Schools, under the direction of qualified teaching staff. The review concluded that pupils with Additional Support Needs require support from staff with these skills, and not a qualified Nursery Nurse, unless in a pre-school setting.

Following the agreement of the Education Executive in March 2013, the Council has a policy of appointing Advanced Pupil Support Workers to Additional Support Needs Schools.

At present, there are 131 Advanced Pupil Support Workers in Additional Support Needs Schools and 24 Nursery Nurses.

This deployment of suitably qualified Advanced Pupil Support Workers is well established has proved successful where it has been implemented.

Additional Support Needs Schools are subject to internal quality assurance and internal inspection. As a result of these robust procedures the Council is satisfied that the needs of all pupils is being met within the agreed staffing framework, supported by the contribution of appropriately trained and experienced Advanced Pupil Support Workers.

The policy of appointing Advanced Pupil Support Workers to Additional Support Needs Schools reflects the Council's desire to ensure that appropriately trained staff are deployed to meet the needs of pupils in Additional Support Needs Schools. The policy also allows qualified Nursery Nurses to be deployed to the location most appropriate to their qualification. There is a growing demand for the employment of Nursery Nurses to deliver Early Learning and Childcare within pre-school establishments.

Nursery Nurses with a qualification appropriate to Additional Support Needs will be retained within Additional Support Needs settings.

This policy was reiterated by the Council on 29 August 2015 when additional budget measures were agreed.

West Lothian Council currently spends a total of £20,136, 577 (2015/16) on services for pupils with additional support needs, up from £18,380,971 in (2013/14). There has been no reduction of expenditure in on additional support needs services. Indeed, expenditure has increased by 9.5% in this period.

E. CONCLUSION

The Council is satisfied that the needs of all pupils is being met within the agreed staffing framework, supported by the contribution of appropriately trained and experienced Advanced Pupil Support Workers.

F. BACKGROUND REFERENCES

Pupil Support Workers - Report to Education Executive 13 March 2013.

Additional Budget Reduction Measures – Report to West Lothian Council 29 August 2015.

Appendices/Attachments: None

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Date of meeting: 19 January 2015