



Name: **Early Intervention / School Wellbeing Service - Terms of Reference**

Approval date: October 2016 Date for review: February 2017

BOOKCASE OF RELATED DOCUMENTS

Related Local Strategy and Planning Documents

Vale of York CCG Transformation Plan for Children and Young People's Emotional and Mental Health 2015-2020

York Children and Young People's Plan 2016-20

CAMHS Story Board (2015)

Improving Health and Well-being in York 2013 -2016

Health and Wellbeing Strategy for York 2013-16

York CAMHS Strategy Action Plan 2013 - 2016

York Looked After Children's Strategy 2012 – 2015

Early Help (including Risk and Resilience) Strategy 2014-16

York Poverty Strategy 2011-2020

National Guidance and Strategy Documents (within the last 5 years)

Young Minds Beyond Diversity: Addressing the mental health needs of young people who face complexity and adversity in their lives (2016)

CentreForum Commission on Children and Young People's Mental Health: State of the Nation (2016)

NHS England Implementing The Five Year Forward View of Mental Health (2016)

NHS England The Five Year Forward View of Mental Health (2016)

DfE Counselling in schools: A Blueprint for the Future - Departmental advice for school leaders and counsellors (2016)

DfE guidance Mental Health and Behaviour in Schools 2016

DoH / NHS England Future in Mind: Promoting, protecting and improving our children and young people's mental health and wellbeing (2015)

NHS England Mental Health Taskforce engagement report (2015)

National Childrens Bureau 'What works in promoting social and emotional well-being and responding to mental health problems in schools (2015)

Public Health England 'Promoting children and young people's emotional health and wellbeing: A whole school and college approach (2015)

PHSE Association Guidance on preparing to teach about mental health and emotional wellbeing (2015)

The DfE / DoH Special educational needs and disability code of practice: 0 to 25 years (2015)

DfE Children and Families Bill: SEN Code of Practice 2014

NICE Social and Emotional Wellbeing of Children and Young People October 2013

Report Of The Children And Young People's Health Outcomes Forum – Mental Health 2012

DfE Behaviour and Discipline suite of guidance 2012, incl. Preventing and Tackling Bullying 2012.

HMGov No Health Without Mental Health 2012

UNICEF Child Wellbeing report 2011

Children's Society report on the Good Childhood Index 2011



Early Intervention (EI) / School Wellbeing Service Sub Group Terms of Reference

Chair:

John Tomsett Headteacher

Laila Fish Senior Commissioning Specialist – Children, Young People & Maternity

Support for the EI / SWS Sub Group

The support required by the Early Intervention / School Wellbeing Service (SWS) Sub Group will be provided by the CYP SEMH Strategic Partnership

Board support for the EI / SWS Sub Group is provided by Carolyn Ford.


EI / SWS Sub Group distribution list to include Board members and members of the CYP SEMH Strategic Partnership when appropriate and requested:

Involvement - children, young people, parents & carers:

The EI / SWS Sub Group is committed to involving children, young people, families and schools in the development and planning of strategies to promote Social and Emotional Well-being

Involvement - workforce

The EI / SWS Sub Group is committed to involving managers and practitioners in the ongoing development of the tools, processes and provision for promoting social and emotional well-being.

 TERMS OF REFERENCE Early Intervention / School Wellbeing Service Sub Group		
Name	Agency	Representing
John Tomsett	Huntington School	Schools / HTs /NE Cluster
Laila Fish	CCG	Health Commissioning
Eoin Rush	CYC	CYC
Carol Redmond	TEWV	CAMHS
John O'Brien, PMHW	TEWV	CAMHS
Tina Hardman	CYC Educational Psychology	CYC
Dan Bodey	Fulford School	South Cluster
Scott Butterworth	Millthorpe School	Southbank Cluster
Gaynor Stainsby	Archbishop Holgates	East York Cluster
Beverley Wright	Clifton with Rawcliffe School	North Cluster
Caroline Ryder	Carr Junior School	West Cluster
Terms of Reference	<ul style="list-style-type: none"> • Develop and action an implementation plan for the SWS • Develop and agree an evaluation framework to ensure impact is measured over time • Agree the systems, processes, policies and procedures that need to be in place • To hold all partners to account through the Memorandum of Understanding • Establish a communication plan • Problem solve emerging issues, barriers and risks • Consult with partner agencies to ensure and promote engagement in the project • To make recommendations to CYP SEMH Strategic Partnership where appropriate • To monitor the progress and impact of SWS • To work within the remit of, and to promote, national and local policies around health and wellbeing strategies • To locate the School Wellbeing Service within the wider context of Early Intervention support and services across the City • To develop and monitor the SEMH Early Intervention offer across the City 	

<p>Decision making</p>	<p>Decisions made by the EI / SWS Sub Group will be informed/underpinned by:</p> <ul style="list-style-type: none"> • The vision, principles and priorities set by the CYP SEMH Strategic Partnership • Best practice and evidence of what works locally and elsewhere • The views of children, young people and families • The views of managers and practitioners from across Education and Health • National legislation, policies and guidance, alongside local protocols and guidance. <p>Decisions made by EI / SWS Sub Group will:</p> <ul style="list-style-type: none"> • Ensure that the embedding of strategies to promote social and emotional well-being are linked into the strategic direction of CYC, CAMHS and School Clusters, so that opportunities for joint working are identified and work is not replicated • Determine priorities according to the visions and priorities of CYP SEMH Strategic Partnership and CYPP • Determine priorities as identified through practitioner & manager feedback, performance monitoring and clinical supervision • Build capacity in schools • Ensure that children and young people access the right service, intervention and support at right time by the right person. • Inform the decision making of the Sub Group around the sustainability of the cluster model
<p>Role of Members</p>	<ul style="list-style-type: none"> • Each member of the EI / SWS Sub Group will act as a champion for promoting social and emotional well-being in their own organisation, leading on actions necessary to achieve the best outcomes for children and young people. To develop and promote structures, systems and activities to ensure the positive emotional health and well-being of children, young people, parents/carers and staff and share experiences of how these developments are working in their area • To promote effective communication and collaboration between agencies • To represent their own agency, cluster and role in discussions and decisions made by the group. • To promote capacity building, up skilling and professional development within own agency and across the different partner agencies involved with the project / service • To attend all Sub Group Meetings and ensure an alternative representative is asked to cover meetings if necessary

<p>Frequency of Meeting</p>	<p>Review after 6 months Frequency to be reduced if appropriate based on progress of the work plan and business items requiring discussions, action and decisions</p> <ul style="list-style-type: none"> • Tuesday 10 January 2017, 12.00 – 14.00 • Tuesday 14 March 2017, 10.00 – 12.00 • Thursday 4 May 2017, 10.00 – 12.00 • Tuesday 4 July 2017, 14.00 – 16.00 • Monday 11 September 2017, 14.00 – 16.00 • Monday 20 November 2017, 10.00 – 12.00
<p>Accountability & Reporting Arrangements</p>	<p>Reports to:</p> <ul style="list-style-type: none"> • CYP SEMH Strategic Partnership <p>Infrastructure:</p> <pre> graph TD WDSG[Workforce Development Sub Group] --> CSP[CYP SEMH Strategic Partnership] EISWSG[Early Intervention School Wellbeing Service Sub group] --> CSP CSP --> HWB[Health and Wellbeing Board] WDSG <--> EISWSG EISWSG <--> SHTCM[School HT Cluster meetings] </pre>