

## Maidstone STLS Surgery Guidance 2023

Surgeries take place every term (see [STLS Website](#) for dates). They provide an opportunity for SENCos/class teachers to discuss individual pupils or issues within their schools with a Specialist Teacher and/or a Speech and Language Therapist. The 30 minute appointments should be booked via the STLS Administrator, Tracey Bradley, [tbradley@five-acre.kent.sch.uk](mailto:tbradley@five-acre.kent.sch.uk). As it is possible to have Specialist Teachers from more than one dimension and/or SALT attending the same meeting, please specify the particular need(s) you wish to discuss when booking your appointment so Tracey can allocate the appropriate staff.

To discuss a pupil with the SALT Team, please complete their [consent form](#). C/YP being discussed with the STLS Team are kept anonymous, which means no paperwork or consent is required. Specialist Teachers will provide schools with an email summary of the recommendations.

To ensure Specialist Teachers and SALT provide SENCos with appropriate advice and recommendations, they will need to find out as much as possible about the pupil(s) being discussed. To help them do this, please endeavour to have the information detailed below to hand at the meeting.

General information about the C/YP	Presentation of the C/YP
<ul style="list-style-type: none"> <li>❖ Year Group</li> <li>❖ Time at current school</li> <li>❖ Information received from previous school or setting (if applicable)</li> <li>❖ Attendance</li> <li>❖ EAL</li> <li>❖ Pupil Premium</li> <li>❖ ChiC</li> <li>❖ HNF</li> <li>❖ Other agencies involved</li> <li>❖ Referrals made to other professionals or agencies</li> </ul>	<ul style="list-style-type: none"> <li>❖ How the C/YP presents at school</li> <li>❖ Family background</li> <li>❖ Health concerns</li> <li>❖ Parental engagement</li> <li>❖ What are the key challenges/barriers for the C/YP?</li> <li>❖ What are the key challenges/barriers for staff working with the C/YP?</li> <li>❖ What is the change for the C/YP and/or staff working with them you wish to achieve?</li> </ul>
Assessment Information	Intervention Information
<ul style="list-style-type: none"> <li>❖ Current attainment</li> <li>❖ Progress over the last year</li> <li>❖ Results of assessments such as Language Link, Ravens, BPVs, LASS, COPS Screeners or Boxall Profile</li> <li>❖ Information as to how the assessment results have been used</li> </ul>	<ul style="list-style-type: none"> <li>❖ Details of the current intervention being provided</li> <li>❖ The impact of previous intervention.</li> <li>❖ What Outcomes have been set for the C/YP</li> </ul>

Please note, a C/YP must be discussed at a Surgery with a Specialist Teacher before they can be brought to LIFT.