



Guidance Notes Referrals to Gloucestershire Hospital Education Service (GHES)

The purpose of this referral form is twofold: to request Gloucestershire Hospital Education Service (GHES) support for a young person who is under a medical consultant or CAMHS tier 3, and also to provide GHES with the necessary information to enable us to make the right decision about appropriate support for that young person. It is important for GHES staff to understand the needs of the young person as there are a number of ways that pupils can be helped to remain in school or to return to school; home tuition is only one of these. Therefore we ask that you avoid promising the family any specific GHES interventions at this stage.

Section A.

Pupil's personal details; please ensure you include a school contact as we will ask for further information from the pupil's school

Section B

You are asked to **confirm that the pupil is currently unable to attend school for a mental health reason**. This is central to the referral. The referral acts as a 'sick note', covering the young person's absence from school. This may be for a lengthy or unspecified period of time; for this reason we ask for referrals to come from medical consultants or CAMHS tier 3 professionals only. If you can confirm that the young person is currently unable to attend school at all, please state the medical reasons for this and the impact on the pupil.

For CAMHS referrals, we ask what support the young person is receiving that is going to help him/her overcome the mental health difficulties and return to school in the estimated timeframe. **Our ongoing involvement with the pupil presupposes that the medical needs continue. Therefore it is essential that CAMHS support for the young person continues.** We ask for regular medical updates so that we are aware of any changes to the pupil's mental health and in particular when it would be appropriate for reintegration to begin. **For these reasons, we cannot keep pupils on roll with us if they are not receiving ongoing support for their mental health condition which will enable them to return to school.**

Section C

In your professional opinion, with the right support in place, estimate how long the pupil is unlikely to be able to attend school due to their ill-health and when we can aim for a realistic reintegration.

If the young person might be able to attend school now, even on a part-time basis, and you have identified barriers in Section B (other than physical/mental health) preventing him/her from attending, we ask what school-based support might make it possible to attend? We will always advise or support schools in overcoming these barriers and establishing strategies for the pupils' direct return to school wherever possible.

Section D



This section asks what support you are requesting from GHES and for how long. Although it may be difficult to predict the length of absence, in order for us to plan an effective intervention package it would be extremely helpful to know the anticipated / estimated length of input required and how soon we can begin reintegration. In some cases the most appropriate way for us to support a young person's educational needs may be by providing advice or guidance directly to schools to enable them to re-establish attendance in collaboration with the parents, or with other support agencies.

Section E

Referrer's contact details; including email address and telephone number, as we may need to contact you for further information.

Section F

To gain a full picture of a pupil's needs it useful to gather as much evidence to support the referral. If the young person is involved with any other agencies, please include the details so that we can contact them for further information.