



Visual Impairment Team  
Hearing Impairment Team  
Physical Difficulties Team



|   |                 |
|---|-----------------|
| Integrated Manager:                                 | Helen Sail      |
| Team Leader for Hearing Service: ( <i>interim</i> ) | Annette Parr    |
| Team Leader for Vision Service:                     | Sally Appleyard |
| Team Leader for Physical Disability Service:        | Rob Grayson     |
| Team Leader for Core Services:                      | Lee Astle       |

## General Information

Based at Oakfield School Site, IPaSS provides support for children and young people age 0-25 years with hearing, visual and physical difficulties. The service provides specialist support from pre-school to post-compulsory education.

IPaSS helps children and young people to achieve their potential by delivering the highest quality support in a professional partnership with parents and educators.

IPaSS also places emphasis on the delivery of professional development programmes to promote full inclusion for all children and young people with hearing, visual or physical difficulties.

Service staff are able to provide advice as part of the statutory process for education, health and care plans.

For any issues relating to hearing, visual or physical difficulties, direct access to the service is available via the contact details given on the back page.

## Service for children and young people with a Visual Impairment (VI)

The VI Team provides advice and support for schools, families and other agencies. This may include the teaching of specialist skills, for example, Braille communication, ICT, habilitation, curriculum adaptations and exam modifications, as well as the loan of specialist equipment and resources where appropriate. Children and young people are supported in the home and in their educational setting, according to their individual needs. The VI Team includes Qualified Teachers of VI, Specialist Teaching Assistants, a Mobility/Habilitation Officer, curriculum support, including tactile resources and Large print/Braille materials.

### Curriculum Support:      Tactile:

- Producing tactile resources for VI – tactile representations of any learning resources
- Story Sacks
- Topic Boxes

### Curriculum Support:      Large print and Braille:

- Large print and Braille reading books
- Large print and Braille text books
- Tactile graphics including maps and diagrams
- Exam and test papers

### Habilitation:

Habilitation includes mobility and orientation (moving around the environment) and skills such as shopping, preparing food, self-care or any other daily activities which form an essential part of independent living.

Mobility and orientation training ensures children and young people are able to travel around environments specific to them safely and with independence. For a very young child this may involve moving around their home or navigating their bedroom. For an older child or young person, it may be familiarisation of a new school or learning a route from home to school. Advanced skills include city centre travel, public transport (bus and train travel) and college or university orientation. Programs are developed to meet individual needs. For some children and young people this will include learning to use a symbol cane or a long cane.

Where appropriate, a child or young person will also receive a program of independent living skills to meet their individual needs.

## Core Service Offered by the IPaSS VI Team

Upon receipt of a fully completed referral form, the VI team will:

- Book a visit to the school/home to complete an initial assessment
- Complete an initial assessment with the pupil
- Produce a comprehensive report summarising the visit and detailing recommendations and pupil targets. The report will include a date for a follow up visit based on the service 'levels of need' listed below.
- Send a copy of the report to the Hull SEN Team, the school, parents and any relevant professionals (e.g. Educational Psychologist, Occupational Therapist, and Physiotherapist)
- Future visits will focus on the targets which have been set. These will include specialist skills directed towards specific subject areas or other issues identified by the school.

### IPaSS Levels of Need

The level of need of a pupil receiving input from IPaSS will be reviewed regularly by the staff member(s) involved.

| Level of Need                   | Description  |
|---------------------------------|--|
| A<br>NatSip Range<br>40% - 70%+ | IPaSS QTVI involvement weekly or fortnightly.<br>IPaSS Teaching Assistant for mainstream settings.<br>Habilitation involvement weekly or intermediately and during transition.<br>Curriculum Support resources provided by IPaSS.<br>Specialist equipment and maintenance provided by IPaSS. |
| B<br>NatSip Range<br>25% - 39%  | IPaSS QTVI involvement monthly or six times per year.<br>IPaSS Teaching Assistant involvement for mainstream secondary settings.<br>Habilitation involvement intermediately and during transition.<br>Curriculum Support resources provided by IPaSS.<br>Low vision aids provided by IPaSS.  |
| C<br>NatSip Range<br>19% - 24%  | IPaSS QTVI involvement termly, twice yearly or yearly.<br>Habilitation during transition or at specific times to suit needs.<br>May require Curriculum Support resources to be provided by IPaSS.<br>Low vision aids provided by IPaSS.  |

## Training Courses Offered by IPaSS (Visual impairment)

| Course Title  | Length of course | Location   | Number of participants (max) | Cost |
|---|------------------|--|------------------------------|------|
| Visual Impairment Awareness - Supporting Children and Young People in Educational Settings <ul style="list-style-type: none"> <li>• Implications for Education</li> <li>• Promoting Independence &amp; Inclusion</li> <li>• Adapted Resource Materials</li> <li>• Awareness of Eye Conditions</li> <li>• Awareness of Cortical Impairment</li> <li>• Specialist and Adapted Equipment</li> <li>• Awareness of Habilitation</li> </ul> | 2 Hours          | Any Room With an Interactive White Board                             | As required                  | £190 |
| Habilitation Awareness – Supporting Children and Young People in Educational Settings <ul style="list-style-type: none"> <li>• Mobility and Orientation</li> <li>• Independent Living Skills</li> <li>• Specialist Equipment</li> <li>• Promoting Independence &amp; Inclusion</li> </ul>   | 1 Hour           | Any Room With an Interactive White Board                             | As Required                  | £60  |
| Habilitation Practical Training Supporting Children and Young People in Educational Settings <ul style="list-style-type: none"> <li>• Pre-cane skills</li> <li>• Sighted Guide Techniques</li> <li>• Long Cane Techniques</li> <li>• Independent Living Skills</li> </ul>   | Full Day Course  | Any Room With an Interactive White Board & Access To an Outdoor Area | 9                            | £600 |

Training sessions are adapted to suit the specific needs of the setting.

Training courses are also offered in Hearing Impairment and Physical Difficulties through IPaSS. Further information for these courses can be seen on the following pages.

# Service for children and young people with a Hearing Impairment (HI)

The HI team aims to support newly diagnosed babies in the family setting. The Educational Audiologist works closely with the family in addition to working with the NHS professionals in the clinical setting.

Most HI children and young people are fully integrated into their local mainstream school with varying levels of support from experienced and qualified Teachers of the Deaf and specialist Teaching Assistants as well as Deaf Instructors. Some children and young people will need a higher level of support and attend our resource bases at Christopher Pickering Primary School and Sirius Academy.

Some children and young people with additional or complex needs who attend a special school will also have regular visits and/or support.

The service provides assessments, advice and reports (including reports for statutory assessment). Specialist equipment such as radio aids are also currently available. The Core Services team work closely to prepare materials to make the curriculum accessible to children and young people.

Training is provided by staff to raise awareness of the needs of hearing impaired children and young people in educational settings.

## Deaf Instructors:

Deaf Instructors provide British Sign Language (BSL) instruction to children and young people in schools and colleges and to parents, family members and service staff. Support is provided for children and young people in schools and colleges to enable them to communicate effectively using BSL. Deaf Instructors also visit families in their homes to provide regular BSL lessons. This supports family members to communicate effectively with children and young people and to help support them through their education. BSL classes are provided to IPaSS staff members and also to teachers and other staff who support hearing impaired children and young people. Deaf Instructors currently teach to Level 2 BSL.

## IPaSS Hearing Impaired Team:

The IPaSS Peripatetic Team currently consists of three Teachers of the Deaf, one of whom is an Educational Audiologist, three Specialist Teaching Assistants and two Deaf Instructors.

We provide advice, support and teaching to children and young people with hearing impairment across the Hull area from 0-25 years. We work in educational establishments and homes in all areas of the city, giving advice to Special Educational Needs Teams in Hull.

## Core Service Offered by the IPaSS HI Team

Upon receipt of a referral, the HI team will:

- Contact the family to make an initial visit to the home (when the child is pre school), within two days of the diagnosis.
- Book a visit to the school to make an initial visit, contacting the parents/carers to introduce the Service and give an opportunity for the family to meet the Teacher of the Deaf.
- On subsequent visits, the parents/carers will be informed of the time of the visit, with an opportunity to discuss the child's progress.
- Produce a comprehensive report summarising the visit and detailing recommendations and pupil targets.
- Send a copy of the report to the school, parents and any relevant professionals (e.g. Audiology Department, Consultant Paediatric Audiologist, Speech and Language Therapist, and Cochlear Implant Centre)
- Future visits will focus on targets set on previous reports for direct teaching, liaison and delivery of advice to staff, verification of functioning of child of young person's hearing aids and relevant audiological and language assessments

## IPaSS H.I. Levels of Need

- The level of need of a pupil receiving input from IPaSS will be reviewed regularly and specifically after each visit by the staff member(s) involved.
- The level of need relates to the intensity of input required from IPaSS to enable pupils to access the curriculum as fully as possible.

| Level of Need | Description  |
|---------------|--|
| Support Plus  | HIGH LEVEL OF SUPPORT- hearing aid wearers<br>(Can be within Resource Base, Local school, Special school)<br>Local school (or home if Early Years)– Teacher of the Deaf visiting weekly, may include additional IPASS Specialist Teaching Assistant support.<br>Reports termly   |
| Support       | MEDIUM LEVEL OF SUPPORT- hearing aid wearers<br>School age – ToD weekly support<br>Early Years – Weekly/Fortnightly in home or nursery<br>May have blocks of intensive support and access to monthly Pre School Music Group<br>Reports termly  |
| Monitor       | LOWER LEVEL OF SUPPORT- hearing aid wearers School age – Up to 3 visits annually, usually once a term.<br>Early Years – Monthly in home or nursery<br>Additional visits for trouble shooting may be required<br>Reports termly, or for school age, following visit.  |
| Advice        | ADVICE ON REQUEST – non hearing aid wearers<br>Annually, school and parents will be sent information on the child or young person's hearing loss and information on IPASS contact details.<br>Advice/audiological assessment can be requested if there are any concerns.<br>A report would be following any requested visit. |

## Course costs HI

Deaf Awareness Training can include all or some of the following ; types and degrees of deafness, procedures in testing children's and young people's hearing, personal hearing instruments available and their testing, assistive devices, the impact of deafness on communication and learning , the impact of deafness on social/emotional development, the psychological impact of deafness, strategies to aid communication with deaf people and the importance of a good acoustic environment.

| Course                            | Course length                                 | Location          | Maximum number of participants | Cost              |
|-----------------------------------|---|-------------------|--------------------------------|-------------------|
| Deaf Awareness Training           | Twilight – one and a half hours               | Any room with IWB | 20                             | £142 per session  |
| Deaf Awareness Training           | Half day - three hours                        | Any room with IWB | 20                             | £247 per session  |
| Basic signing skills course (BSL) | Twilight – one and a half hours x 10 sessions | Any room with IWB | 15                             | £1,228 per course |

## Service for children and young people with Physical Difficulties (PD)

The PD team supports inclusive education for children and young people with physical difficulties. The service identifies and advises on the educational implications of PD in local pre schools, schools and colleges. The team also offers support and advice to North Lincolnshire (NLC) local authority and provides training support to pre-schools and schools in that local authority as part of a traded service.

### Advice and support includes:

- Building access requirements
- Support in specific subjects
- Meeting toileting and feeding needs
- Developing work recording skills
- Written and/or verbal contributions towards statutory assessment process
- Planning off-site visits including transport
- Development of safe handling plans for disabled children and young people

There are a wide range of training courses and packages available including Health & Safety, ICT, access issues and fine and gross motor skills development. For full details of courses available and/or to discuss tailoring packages to suit your training needs, please contact IPaSS.

### Core Service Offered by the IPaSS PD Team

Upon receipt of a fully completed referral form, the PD team will:

- Book a visit to the school to make an initial assessment (within 1 week of receipt of referral)
- Make an initial assessment of the pupil (within 6 weeks of receipt of referral)
- Produce a comprehensive report (within 3 weeks of visit) summarising the visit and detailing recommendations and pupil targets. The report will include a date for a follow up visit based on the service 'levels of need' listed below
- Contact parents by phone to discuss the contents of the report and receive their feedback
- Send a copy of the report to the Hull SEN Team, the school, parents and any relevant professionals (e.g. Educational Psychologist, Occupational Therapist, and Physiotherapist)
- Future visits will focus on targets set on previous reports and can also be directed towards specific subject areas or other issues identified by the school

## IPaSS LEVELS OF NEED

- The level of need of a pupil receiving input from IPaSS will be reviewed regularly and specifically after each visit by the staff member(s) involved.
- The level of need relates to the intensity of input required from IPaSS to enable pupils to access the curriculum as fully as possible.

| Level of Need                                   | Description  |
|---|--|
| A<br>intensive support                          | at least termly visits<br><br>e.g. transition / period of change such as deterioration in condition and/or pupil requires hoisting (we recommend twice yearly staff refresher training)  |
| B<br>regular support                            | at least yearly visits<br><br>e.g. update visit and report for annual review   |
| C<br>level of support still under investigation | at least one follow up visit after initial assessment to determine level of need (level b or d)  |
| D<br>minimal support                            | no follow up visit booked - the pupil is taken off the active database with the school needing to contact ipass if further input/visit is required<br><br>n.b. if no contact from school after 2 years at level D...pupil removed from database and re-referral required to access further ipass support |

### Advice and support available within the core service:

- building access requirements
- support in specific subjects
- individual staff training regarding specific equipment/techniques relating to children and young people with physical difficulties
- meeting toileting and feeding needs
- enabling children and young people to record their work effectively
- guidance on inclusion of disabled children and young people in swimming activities
- guidance on inclusion of disabled children and young people in school trips
- guidance on organising a meeting for a disabled child or young person returning to school after prolonged absence
- guidance on intimate care procedures for disabled children and young people
- guidance on producing Individual Health Care Plans (IHCPs)
- guidance on the emergency evacuation of disabled children and young people
- 'Fitness 4 Kids' programme to develop coordination and gross motor skills
- written recommendations relating to the statutory assessment process
- reports/attendance at annual review and/or EHCP meetings

In addition to the support provided within the core service, the team is able to offer a wide range of high quality, good value staff training:

## Training Courses Offered by IPaSS (Physical Difficulties)

|                           | Course title   | Length of course   | Location  | Number of participants (max) | Cost                   |
|---------------------------|--|--|---|------------------------------|------------------------|
| Educational Courses       | Using the IPaSS Handwriting Pathway for low level interventions  | 2 hours  | Any room with IWB                               | 20                           | £190                   |
|                           | The educational implications of specific medical conditions, e.g. Cerebral Palsy   | 1 hour   | Any room with IWB                               | 20                           | £150                   |
|                           | Inclusive PE – increasing the participation of disabled children/young people  | 1 hour<br>Full day inc. practical  | Any room with IWB<br>Sports hall required       | 20<br>12                     | £150<br>£50 per person |
| Health and Safety Courses | Moving and Handling <ul style="list-style-type: none"> <li>Investigating health and safety legislation, legal responsibilities and providing professional advice to support staff.</li> <li>Hands-on experiential learning approach to develop safe moving and handling techniques.</li> </ul> | Full day inc. practical  | Frederick Holmes Special School                 | 12                           | £60 Per person         |
|                           | Moving and handling theory   | 3 hours  | Any room with IWB                               | 20                           | £230                   |
|                           | Safe practise in moving and handling for specific children/ young people   | 2 hours inc. practical   | your site                                       | 4                            | £190                   |
|                           | Safe hoisting refresher  | 3 hours inc. practical   | your site                                       | 6                            | £230                   |
|                           | Manual and/or powered wheelchair handling  | 2 hours inc. practical   | your site                                       | 6                            | £190                   |
|                           | Fire Evacuation for PD children/ young people and staff  | 2 hours<br>3 hours inc. practical involving specific children/young people | Any room with IWB<br>your site                  | 20<br>6                      | £190<br>£230           |
| ICT Courses               | ICT options for children/young people with physical disabilities   | 2 hours  | Any room with IWB                               | 20                           | £180                   |
|                           | Alternative access methods including I pads and Dragon   | 2 hour   | Any room with IWB                               | 20                           | £180                   |
|                           | Other specific software interventions e.g. clicker   | 2 hour demo or 3 hour/ practical   | Any room with IWB and connections for 6 laptops | 20<br>6                      | £140<br>£340           |

We are able to offer a far greater range of courses than are described above. For more details and/or to order any of our specialist training courses please contact us via the details given on the back page.

## Core Services

The Core Service consists of two teams, a specialist Technical team and a Graphics Design team.

### Technical Support

Our specialist technicians provide technical support and advice to enrich and enhance the learning possibilities of children and young people through the use of adapted and specialist technologies. They investigate, through individual assessment and in liaison with our specialist teachers of VI, HI and PD, the best solution for each child and young person to raise their expectations and attainment.

Our technical team also maintain all equipment issued for loan by IPaSS, resolving hardware and software issues and supporting the children and young people, their support team and teachers/tutors.

### Graphic Design

Our talented Graphic Designers create unique resources to assist in the delivery of learning to the children and young people IPaSS support. They create images to assist with learning sign language, develop books for pre-school and above, produce assistive flash cards and many more resources, often bespoke. The Graphics Design team support all aspects of IPaSS; VI, HI, PD and the service as a whole, producing literature, training materials and web development.

### Referrals:

Please contact our office for more information or to request a 'New Referral' form.

Please be advised that parental permission should be sought prior to referral.

Oakfield School Site, 220 Hopewell Road, Hull, HU9 4HD

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