



# HIGH NEEDS COMMISSIONING PLAN



## INTRODUCTION

In order to deliver high quality provision across the EKC Group that responds to the needs of young people and their families, this document sets out the EKC Group's position in relation to students in receipt of High Needs funding and is neither a SEND Strategy nor operationally focused. Other strategies and documents cover an operational focus for Special Educational Needs and can be found via [www.ekcgroup.ac.uk](http://www.ekcgroup.ac.uk).

### Numbers of specialist supported learning places by College

College	Capacity 18/19	Capacity 19/20	Capacity 20/21
Broadstairs College	77	77	77
Canterbury College	111	127	127
Folkestone College	50	50	50
Total SL Group Capacity	238	254	254

### Number of Supported Internship places by College

College	Capacity 18/19	Capacity 19/20	Capacity 20/21
Broadstairs College	16	16	16
Canterbury College		16	16
Folkestone College	16	16	16
EKC Group Total	32	48	48

## SUPPORTED LEARNING OFFER

The EKC Group offers personalised support for students with learning difficulties and disabilities, providing a range of specialisms for young people with a high level of need up to Level 3. Our Supported Learning departments offer life skills programmes for students with complex needs including those with profound and multiple learning difficulties (PMLD) who are taught through the delivery of a sensory curriculum. Students will undertake a five-day week curriculum\*, in small class sizes. Students have either 1:1 or group support, each College has a range of specialist facilities details of which can be found in the [EKC Group Accessibility Statement](#).

## **SUPPORTED INTERNSHIPS**

The EKC Group supported internships provide a progression route into employment for young people who require a significant amount of support in the workplace to attain the skills to become employed. Recruitment is from the supported learning cohort or students completing vocational programmes.

\*Students who are on the Discovery or Explore pathways will have a decreasing pattern of attendance at college, in order to support transition to social care. E.g. Year 1 – 5 days a week, Year 2 – 4 days, Year 3 – 3 days. The expectation is that students coming to college at age 19, will be with the EKC group for a maximum of 3 years, students entering at age 16 can expect to be with the EKC Group for a maximum of 4 years, after which progression might be into a supported internship, apprenticeships or employment.

## **VOCATIONAL PATHWAYS ACROSS COLLEGE**

Supported Learning students progressing onto vocational programmes or students entering the college with a high level of need, are able to access a range of training opportunities across the EKC Group. These programmes allow students who require a longer learning experience, to progress in small stages, with time to mature. The universal support which is available to all students with additional needs is published in the [EKC Group accessibility statement and can be accessed here](#).

## **HIGH NEEDS FUNDING**

The Group Principal in partnership with the local authority and the EFSA during the year prior to entry will agree the number of places to be allocated to the EKC Group. The Group will internally allocate these numbers to the Supported Learning departments.

Where a local authority outside of Kent has commissioned Kent County Council to write and manage the support requirements within a young person's EHCP, clarification will be sought from KCC in the first instance as to where the responsibility for the funding sits. Following this the EKC Group will contact the LA and inform them of the student's place and the expectation of payment following invoice. Please find links to [ESFA High Needs Funding Operational Guidance](#) and the [SEND Code of Practice](#).

The EKC Group will wherever practicable, notify the local authority at the earliest opportunity of the young person's needs and costs.

## CONSULTATION PROCESS

- The EKC Group expects the local authority to send the majority bulk of records for young people with an EHCP, for consultation on places in October of the academic year preceding the expected start. The EKC Group will expect to be consulted on other cases that will come throughout the academic year.
- The EKC Group will contact the previous provider to obtain risk assessments, therapist reports and other supporting information linked to the EHCP in order to make an informed decision as to whether the EKC Group can meet the young person's needs and outcomes.
- The EKC Group will respond to the respective area SEND office with a formal decision that the EKC Group is / is not able to meet the needs of each named young person by the deadline set by the local authority (usually 15 days).
- The EKC Group will expect to receive notification on the 31st March of each year as to the local authority's directive to place a young person as is their statutory duty. The only exception is for late consultations, when the EKC Group should be notified of decisions as soon as possible.
- In the case of consultations received from May onwards, where the young person has extensive needs and wider therapist support has to be provided, the EKC Group may decline on the basis of the additional services not having been secured for a September start.
- In cases where the EKC Group are unable to meet individual need, a letter of decline\* will be sent to the local authority outlining the reasons. Should the local authority direct the EKC Group to take a student who has been declined, the EKC Group will undertake a further review of the student's needs to confirm whether the decision was correct. In this instance the EKC Group will send a second letter to justify the final decision.

\*If the EKC Group decline a young person on the basis of not being able to meet their needs, this will apply across all five colleges.

## CURRICULUM OFFER

The EKC Group offers personalised support for students with a higher level of need who require interventions from college staff or therapists, support is available in vocational, English and Maths classes. Broadstairs, Canterbury and Folkestone colleges provide life skills and pre-vocational Entry level courses in Supported Learning areas.

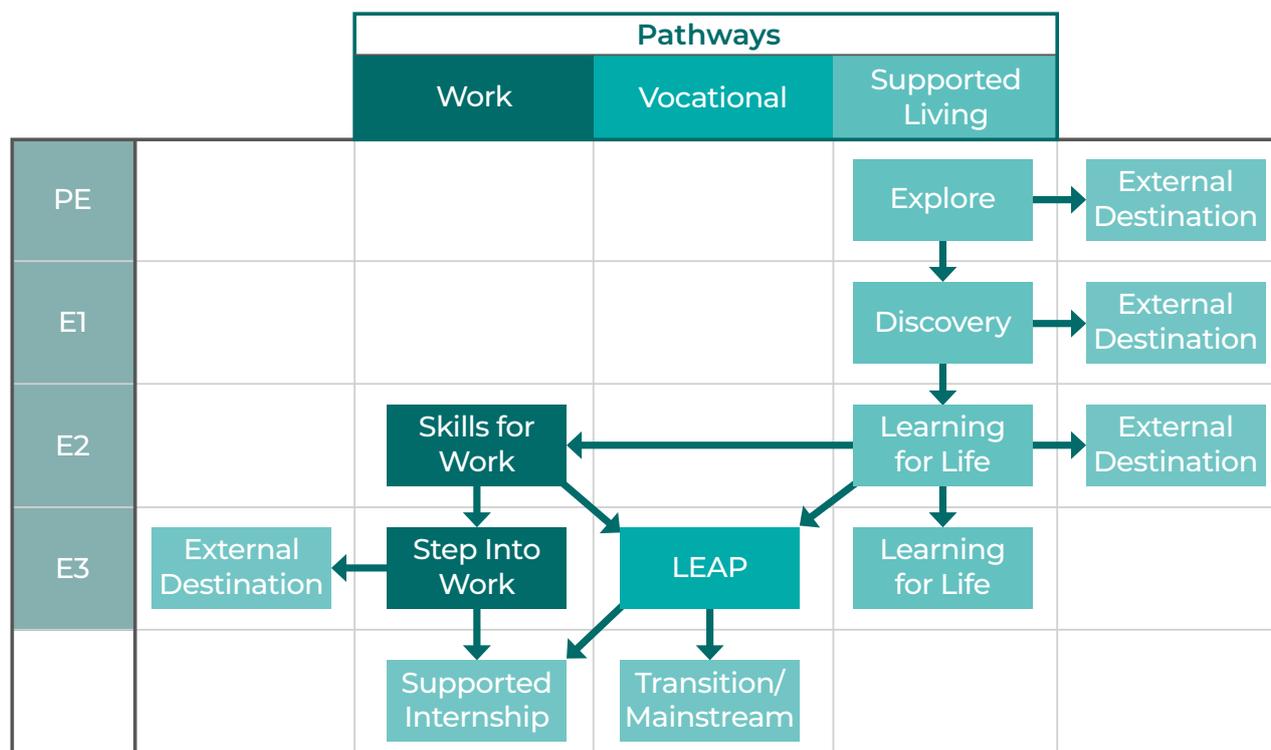
The EKC Group undertakes its own assessment of each student's ability in maths, English, life skills, language and communication to identify starting points. For further detail on staff skills and knowledge and of the support provided please refer to the [Accessibility Statement](#).

The EKC Group curriculum model allows each student to find the pathway that is appropriate for them, with built-in progression routes that help achievement

of long-term goals. The graphic below sets out the available routes and the expected exits points for each young person depending on their aims.

The EKC Group reserve the right to allocate places to any of the local colleges based on capacity and the provision offer at each site. Once capacity is reached for the Group overall, no further high needs students will be admitted.

Further information on each pathway can be found in the EKC Group Supported Learning leaflet, available to download at [www.ekcgroup.ac.uk](http://www.ekcgroup.ac.uk).



## COMPLAINTS AND APPEALS PROCESS:

Where a parent or a student of the EKC Group would like to make a complaint, this needs to be done via the college complaints procedure [available here](#). The EKC Group has created an Office for Student Affairs (OfSA) to champion the student voice across the Group. It is the ultimate arbiter for any complaints which cannot be resolved at a local level. The OfSA can be contacted by emailing [studentaffairs@eastkent.ac.uk](mailto:studentaffairs@eastkent.ac.uk), further information is available on the [website](#).

## GLOSSARY OF TERMS:

- EHCP** Education Health & Care Plan
- ESFA** Education Skills Funding Agency
- LA** Local Authority
- OfSA** Office for Student Affairs (internal)
- OOC** Out of County
- SEND** Special Education Needs & Disabilities