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School Seating Update for SEND Forum – Oct 2023



New Arrangement for Funding Postural Seating Equipment for Children and Young People (CYP) in Schools

- From September 2023, a new arrangement is in place for the Local Authority to fund postural seating that has been recommended by the Children's Occupational Therapy Service
- This replaces the previous arrangement, where individual schools could sign up to an agreement with the Integrated Community Equipment Stores (ICES), which proved not to be viable
- **A monthly panel will consider recommendations made by the Children's OT team and the Local Authority will then fund agreed seating equipment, which will be delivered from ICES and set up by the CYP's Occupational Therapist.**

Process for Panel Consideration

- Panel will meet monthly, except in August.
- To be considered, the CYP's Occupational Therapist will need to have recently assessed them and have provided clinical reasoning for the equipment to be recommended and a recent quote.

Schools can request a copy of this clinical reasoning documentation from the OT team, although this will also be captured within the CYP's EHCP.

- "Equipment" might be adaptations to fit to an existing seat (either already issued to the CYP or recycled through ICES) or a new seating system
- Schools do not need to do anything at this stage.

Process for Provision of Equipment

- Once agreed at panel, the OT will order the seating equipment from ICES.
- The seating equipment will be delivered to the school and the OT team will then set it up to ensure it meets the CYP's needs.
- Equipment loaned in this way will be collected for return to the ICES store when no longer needed by the CYP it is issued to or when the CYP changes school.

Equipment in Use

- Equipment is loaned only for the use of the named CYP and for the agreed purpose, i.e. seating use indoors
- Schools will be expected to keep the equipment clean and to report any postural and access issues to the CYP's OT.

Schools will also need to raise any maintenance concerns directly with NRS (the company that runs the Integrated Community Equipment Store).

- Equipment will be monitored by the OT and Planned Preventative Maintenance carried out by NRS – Schools need to liaise with both external services to ensure this process is successful so that the CYP can access their educational environment.

Points to Note

- Equipment will not transfer directly between schools or be sent home. It will be returned to ICES for cleaning and re-issued to the next school
- There will be a Memorandum of Understanding for schools to sign to confirm that they will facilitate this process happening. Where schools are issued with equipment for multiple CYP, this will be renewed annually rather than when every piece of equipment is issued. A draft of this will be sent out after the forum.
- As the aim of the process is to ensure that the most appropriate seating can be provided for CYP in a timely and cost-effective way, the expectation will be that any seating equipment currently in schools will be returned to ICES for recycling into this system when no longer required by the CYP.

Points to Note

- This arrangement does not include moving and handling equipment, which remains the responsibility of the school to provide
- There will be separate arrangements for Early Years settings
- Arrangements for CYP who live outside of Peterborough will be made in conjunction with their home Local Authority
- For further information, please discuss with the OT case holder for any CYP you are working with or contact Caroline Fallon, Teacher of Physical Disability caroline.fallon@peterborough.gov.uk