

Hearing Support Team, Sensory Support, Birmingham.

Referrals Policy:

1. Referrals from Audiology clinics for children and young people (CYP) who have been diagnosed with a bilateral Moderate, Severe or Profound hearing loss and who are prescribed hearing aids will be taken onto caseload.
2. Referrals for CYP with a Mild hearing loss* will be logged as 'On Request'. A letter and a management plan will be sent to schools/settings and parents.
3. Referrals for CYP with a Unilateral hearing loss (severe or profound only) will be logged as 'On Request' and a letter and management plan will be sent to the school and parents.
4. Regarding CYP with mild and unilateral hearing loss as described above:
 - If concerns are raised by parents/schools/setting about the access to learning by a child with a mild/unilateral hearing loss, telephone advice will be provided.
 - If it is deemed necessary that a visit to the school/setting is required, in addition to the advice already provided, this will be based upon the team lead's professional judgement and national eligibility criteria.
 - Enhanced support can be purchased by schools and settings.
5. CYP with a mild hearing loss with an EHC plan, where access to Teacher of the Deaf is specified in the Provision Section (F), will come onto the caseload of a named T of D
6. Children with ANSD who are prescribed hearing aids will be taken onto caseload in accordance with Birmingham Protocol.

*(The British Society of Audiologists, Pure Tone Audiometry descriptor for Mild hearing loss: The British Society of Audiologists, Pure Tone Audiometry descriptor for Mild hearing loss which takes the average of the hearing loss in the better ear <https://www.thebsa.org.uk/wp-content/uploads/2011/04/Recommended-Procedure-Pure-Tone-Audiometry-August-2018.pdf> page 27)

School- aged Referrals – moderate to profound

The following procedures operate during school terms:

1. A referral is received and is allocated to a teacher of the deaf.
2. A written acknowledgement will be sent to the referral agency by admin support. This will name the teacher who will be working with the child.
3. A letter is sent to the home informing parents of the name of the teacher of the deaf and requesting them to return a consent form.
4. The teacher will make contact with the school within a week of receiving the referral. An appointment will be made which is convenient to the teacher and the school. Parents will be informed of this visit and can attend if they wish.

5. The teacher will make an assessment of the pupil's need and offer a support package. A report and management plan will be sent to parents and a copy sent to the hospital. Service level involvement is determined using Sensory Support eligibility criteria. This could be a weekly, fortnightly, monthly, termly or annual visit. The level of support is flexible to meet individual needs.
6. When the referral is exceptional (e.g. sudden onset of deafness, late diagnosis of severe/ profound hearing loss), we will endeavour to visit the child in school /at home as soon as possible.

It is essential that we have the correct name, address, phone number, name of school and signed parental consent form to enable us to provide a prompt response.

Pre- School Children (mild – profound)

The following procedures operate during school terms:

- Once a referral is received the Team Lead/Assistant Lead will phone the home within 24 hours of receiving the referral. (* please see below).
- A written acknowledgement will be sent to the referral agency within 10 days, this will name the teacher of the deaf who will be working with the child.
- The teacher will offer support according to the Sensory Support eligibility criteria
- All parents are invited to attend a Listen Talk and Play group; a baby/playgroup which is held weekly at Bacchus Rd Child and Family Centre and a baby/playgroup held fortnightly at Castle Vale Children's Centre.
- A consent form will be sent to parents requesting permission to share information with other agencies.
- Children with mild hearing loss who are aided and children with a severe/profound unilateral hearing loss (aided and unaided) will be logged as a referral. Parents are contacted and invited to Listen, Talk and Play groups. Information is sent to parents regarding mild/unilateral hearing loss. Children will then be logged as 'On request'.

****It is essential that the referring agency can supply correct phone numbers so that we can meet this standard. Information about home language is important so we can assess whether an interpreter is required. It is also helpful to know if the child has additional disabilities***

During the Christmas, Easter, half term and summer holidays we continue to offer a service. Pre-school referrals are passed to a duty teacher who will then make contact by phone and make a visit if the family requests this. This is in line

with the NHSP procedures. The regularity of visits during a school holiday will be negotiated between the TOD and family.

March 2019 - next review March 2020