Guidance on completing the PNI Specialist Teaching Team referral form

N.B you complete this online form on the Infolink and then the person triaging referrals in the PNI Team receives this summary document. The first part of the form is the same for all the PSISTS teams:

Physical and Sensory Impairment Specialist Teaching Service referral

Reference: PSI675842448

Submitted: 06 January 2025 09:41 AM

Has the child's primary carer given permission for this referral: Yes

Full name of child: X

Preschool/ school/college setting: (Name of child/Young person’s education setting)

Diagnosis (if known): (although not essential, this is very helpful)

Full name of primary carer:

Address: (of child/young person)

Telephone number: (of parent/carer)

Email: (of parent/carer)

Relationship:

Organisation: (i.e. name of school or setting) where the referrer works

Department (if Health Authority referral): E.g. Paediatric Physiotherapy

Full name of the referrer:

Role:

Telephone:

Email:

Cause for referral: Physical and Neurological Impairment

One Planning: please attach the latest round of paperwork as this gives some context as to the child’s journey so far

Health Authority report: Please do attach any medical evidence as this helps us to understand whether the child has a clear PNI need, as opposed to some other type of need

NHS and/or Private Health Professionals’ names (e.g. Physiotherapist, Occupational Therapist, Speech and Language Therapist) Please do supply these names, if known, as we work very closely with Health colleagues and may contact them to discuss the child’s needs.

Have you referred to the Ordinarily Available guidance for meeting the needs of children with a PNI and ensured high quality teaching methods are being used? Yes/no

Your school or setting should be ensuring that general support strategies are being used before seeking external advice and input

Please summarise strategies already implemented to support the child: please don’t just say ‘see attached paperwork’ and instead put some detail on equipment, strategies, interventions – what has and hasn’t worked?

Have you checked that the CYP’s difficulties are due to a PNI need, rather than general developmental issues? (N.B referrals for ASD-related sensory needs or Down’s Syndrome will be declined unless there is a clear PNI need in addition): Yes (some children have mobility issues that they grow out of – this is different to those caused by an actual PNI , such as cerebral palsy. We are not ASD experts so cannot advise on this.)

Comments: please add any useful detail as to the child’s needs – as stated above, if these are related to a diagnosis of ASD, we are not the right team to support you and you should approach your IP or Occupational Therapy.

Have you implemented advice from any other professionals, such as the occupational therapist or physiotherapist: yes

Name of physio/SALT/OT:

Does the child have significant physical and/or medical difficulties which are severely impacting on their ability to access the environment and/or curriculum: yes (if ‘no’ is ticked, we might wonder why a referral is being made…)

Please specify: Again, rather than saying ‘see attached paperwork’ or ‘the IP advised us to refer’, please summarise how the child’s needs are actually affecting their ability to access the environment, learning and social time etc.

Does the CYP require adjustments and/or equipment that is significantly different to their peers: yes

Comments: please specify, e.g. standing frame, changes to timetable, resources, extra time, adult support (what for?)

What difficulties are you having in meeting the CYP’s needs and how do you think a PNI ST can help you? Please give as much detail as possible: In some ways this is the most important question and helps us to understand the reasons for the referral and what your expectations are. How do you think we can make a difference and/or add to the advice you have already received? E.g. X has to have numerous changes of equipment throughout the day and we are finding this difficult to staff and she is missing out on break times. We are hoping a PNI ST can help us work out a better way to manage this . OR: Despite interventions, X is still finding it very challenging to engage in academic tasks and appears very passive. We hope a PNI ST can help us with our bespoke curriculum offer.