

**Pseudo Dynamic Purchasing System for**

**CS0877 South West & South-Central Flexible Framework for Independent/Non-Maintained Special Schools**

**Assessment Questionnaire**

**TO BE SUBMITTED FOR ALL APPLICATIONS**

1. **Instructions**

1.1 Providers wishing to make an Application to join the Southwest and South-Central Flexible Framework for Independent/non-maintained Special Schools are required to submit the questionnaire below.

* 1. If you are an organisation making an application to deliver services at more than one setting you are required to complete one Assessment Questionnaire per setting
	2. You are required to submit the Assessment Questionnaire in full, and to attach all the required information. **Note:** Failure to complete your Assessment Questionnaire in full could result in your Application being deemed non-compliant, therefore it will not be accepted, and you will be required to make a new Application.
	3. This Assessment Questionnaire is for information only and will not form part of the awarding criteria.
	4. The Participating Authorities will review the Assessment Questionnaires, using it to inform contract monitoring approaches. A summary from the reviews conducted by Participating Authorities will be provided at the first contract review meeting.
	5. Where the Participating Authorities note concerns over the content of the Assessment Questionnaire they may seek further clarification prior to making placements within settings.
1. **Ofsted and CQC Ratings**
	1. Applicants are required to provide certain information relating to their Ofsted/CQC registration and subsequent ratings.
	2. Generally, Applicant’s settings that are registered as Outstanding/Good will be offered a Flexible Framework. However, the Participating Authorities may ask for clarifications to satisfy any concerns. If the clarifications fail to satisfy the Participating Authorities, it is unlikely that a Flexible Framework Agreement will be offered.
	3. Applications for settings that are rated as Requires Improvement by either Ofsted or CQC will have their supporting documentation reviewed before a Flexible Framework is issued. The Participating Authorities may ask for clarifications to satisfy any concerns. If the clarifications fail to satisfy the Participating Authorities, it is unlikely that a Flexible Framework Agreement will be offered.
	4. Applications for settings that are rated as inadequate will not be offered a Flexible Framework agreement until the Participating Authorities are satisfied that the setting has improved.
	5. Applicants should note that in the event that they are offered a Flexible Framework Agreement that, all or some, of the Participating Authorities reserve the right not to make placements until they have satisfied themselves over any concerns.
	6. If an Applicant or setting is suspended or terminated from delivering the same or similar services that they provide by either a Participating Authorities, another Local Authority or the appropriate regulator, the Participating Authorities reserve the right to suspend or remove Applicants from the South West & South Central Flexible Framework for Independent/Non-Maintained Special Schools.

**Background Information**

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| **Information Required** | **Response**  |
| **Name of Provider**  |  |
| **Name of School/setting** |  |
| **Is this Assessment Questionnaire for Lot 1, 2 or both** |  |
| **Registered Manager** |  |
| **Address** |  |
| **Telephone & Email & Website Address** |  |
| **Registered Capacity**  |  |
| **Gender and age range**  |  |
| **Primary Registration** |  |
| **Ofsted Rating and date of last inspection** |  |
| **Registration with Department for Education and Social Care URN** |  |
| **CQC Rating (where registered) and date of last inspection** |  |

**Ofsted and CQC Information**

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| **Ofsted Information – Required for all Applications** |
| **Outstanding**  | Please supply a weblink link to your Ofsted Reports |
| **Good** | Please supply a weblink link to your Ofsted Reports |
| **Requires Improvement**  | Please supply latest Ofsted Report and Associated Action Plan  |
| **Inadequate**  | Please supply latest Ofsted Report and Associated Action Plan  |

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| **CQC Information – Required where settings are registered with CQC for the delivery of their Services**  |
| **Outstanding**  | Please supply a weblink to your latest CQC Report  |
| **Good** | Please supply a weblink to your latest CQC Report  |
| **Requires Improvement**  | Please supply latest CQC Report and Associated Action Plan  |
| **Inadequate**  | Please supply latest CQC Report and Associated Action Plan  |

**Assessment Questionnaire**

Providers are required to answer all of the questions below in full. They will not be scored for evaluative purposes, they are for information only and will be used to inform strategic contract management.

It should be noted that failure to complete the questionnaire may result in the Participating Authorities deeming the Application to be non-compliant and therefore unable to award a Flexible Framework Agreement.

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| **Service Delivery**  |
| **Question**  | **Word Count**  |
| How will you tailor your offer to meet the bespoke needs of individual children/young people/young adults in order to prepare them for adulthood and increased independence?Your answer should include: How does your work towards meeting outcomes contribute to better preparation for adulthood in the cared for young person that use your services for your pupils/students? Please respond using the four headings on preparing for adulthood.Please describe your understanding of person-centred approaches and how your practice and service provision implements and supports this throughout the duration of the placements including developing individual packages of support?How will you develop innovative approaches to better meet the complex needs of children with SEND, give an example of an innovative approach to meeting a particular need in relation to your primary category. | 1500 words |
| **Response** |
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| **Participation** |
| **Question** | **Word Count** |
| How will your organisation ensure children and young people, their families’ and carers participation within the service provision? Your answer should include:Demonstrate how your organisation listens to the voice of the child/ young person in on-going service design, development and review of your provision?How does your multi-agency engagement promote the participation and engagement of parents/carers and children and young people to support their choices for the future? | 500 Words  |
| Response |
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| **Social Value**  |
| **Question**  | **Word Count** |
| Please describe what you can offer as part of this framework towards developing economic, social and/or environmental well-being of the local area, as required under the Public Services (Social Value) Act 2012?Your answer should include: * Links with local employers to enable learners to access work experience,
* employment opportunities for people with Special Educational Needs and Disabilities
* Employment opportunities for people in the local area
* Opportunities for work placements
* Promoting sustainable travel to school, Enabling community access to school facilities
 | 500 words  |
| Response  |
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| **Equality and Diversity**  |
| **Question**  | **Word Count**  |
| With regards to this project, please describe how your organisation will operate in accordance with the Equality Act 2010 and the s.149 Public Sector Equality Duty”. Please provide copies of any relevant policies or evidence of relevant actionsYour answer should: Demonstrate a good understanding of the Equality Act 2010, including the Public Sector Equality Duty.* Accurate reference to the nine protected characteristics
* References the need to tackle discrimination, harassment and victimisation
* Reference to public sector equality duty
* replacing previous equality legislation/not refer to out of date legislation
* Reference to reasonable adjustments

Demonstrate as an employer that equality of opportunity is integral to vacancy advertising, recruitment, retention, promotion, training and grievances. * Advertise to ensure wide pool of applicants.
* Job requirements do not contain discriminatory statements/reference to job descriptions
* Equality training for interview panels/fair transparent recruitment process
* A complaints and grievance procedure is in place
* There are arrangements for equality training, incl. commitment to providing access to training for all employees.

Demonstrate that services will be tailored and regularly reviewed to include understanding of the various service user needs, backgrounds and their differing requirements. including meeting cultural, religious needs.* Make reference to service user needs, backgrounds and their differing requirements.
* Commit to the principles of organisational review, either through the use of equality action plans, the use of impact assessment or annual reviews by management
* Have processes in place for equalities monitoring of service users and/or outcomes or evidence of producing and using data
* Feedback from service users or individual reviews of cases
* Evidence of making access improvements
 | 700 words excluding policies |
| **Response**  |
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**Policy Check List**

Please confirm that you have the following policies. The Participating Authorities will request some or all of these policies from time to time, and in all circumstances should be made available during contract review meetings. This list is not exhaustive, and the Participating Authorities reserve the right to ask for copies of any relevant policy.

Failure to do so may result in the Participating Authorities deeming our response as non-compliant.

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| **Policy** | **Y/N** | **Last review date**  | **Next review date**  |
| Safeguarding  |  |  |  |
| Information Security  |  |  |  |
| Safer Recruitment |  |  |  |
| Business Continuity Plan  |  |  |  |
| Behaviour Management  |  |  |  |
| Missing Children |  |  |  |
| Whistle Blowing |  |  |  |

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| Please describe your governance procedures regarding policy development and approval. |
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