

Principles for Arranging a Team Around the Child Meeting (TAC)

Purpose

The following outlines the roles and responsibilities of schools and other link professionals in relation to Team Around the Child (TAC) meetings, ensuring clarity and consistency in supporting pupil's needs.

These principles will sit alongside the document 'TAC meeting protocols' shared by Early Years and school-based Specialist Teachers (STLS), Kent Pru and Attendance Service (KPAS), Special Educational Needs Inclusion Advisors (SENIA), Educational Psychology Service (KEPS), SALT/Balance system and appropriate NHS services e.g. school nursing.

Prior to Arranging a TAC

Before organising a TAC, the following may be considered by the school.

Although TACs may also be arranged at any time to plan with other agencies when a child or young person needs additional support from the school.

- ☐ Have meetings with parents/carers taken place to discuss current provision and the role of the TAC meeting.?
- ☐ Has there been an Early Help referral, if appropriate?
- ☐ Has the pupil been discussed at Joint SEND surgery with a Specialist Teacher and SENIA?
- ☐ Has advice been sought from all partners, as appropriate, including KPAS, KEPS, SALT via the Balanced System and Virtual School Kent (VSK)?
- ☐ Has support been accessed via the Community of Schools?
- ☐ Has 'pupil voice' and 'parent voice,' including successes and barriers, been sought?

Organising TAC meetings

The school is responsible for:

- Organising TAC meetings
- Inviting link practitioners and any agency involved with the pupil and family, including NHS professionals, Social Care and advisory services including IASK.
- Chairing the meetings
- Sharing key documents with professionals, including 'pupil voice' and 'parent/carer voice,' prior to the meeting
- Sharing the protocols and guidance with parents/carers
- Recording and distributing outcomes and agreed actions
- Arranging review meetings to monitor agreed outcomes from previous TAC meetings.

The Role of Professionals Attending a TAC meeting

Professionals will:

- Attend TAC meetings, where possible, to provide advice and guidance.
- Contribute professional expertise to support decision-making and planning
- Offer recommendations and strategies to support the pupil's development and inclusion, which may include triaging requests for subsequent support - **this will generally not include individual support**