

Open Routes For All Learners CIC

**Referral Guide** 

# Professional Guide to Referral-Based, Alternative Education Provision

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#### 1. Introduction

HEAH: Learning Hub is an alternative education provision, operating via professional referral only. We specialise in in-person, trauma-informed, community-based learning for learners aged 8–16+ who are not currently attending mainstream school. Delivered by HEAH Open Routes CIC, our flexible model empowers professionals to offer engaging and wellbeing-focused education.

#### 2. Mission & Core Values

Our mission: Empower home-educating and out-of-school learners through holistic, community-integrated education.

#### Values:

- Community: We cultivate belonging through local delivery and collaborative partnerships.
- Inclusion: We celebrate diversity and prioritise neurodivergent, SEND, and vulnerable learners.
- Support: We offer integrated academic, wellbeing, and pastoral care.
- Well-being: Learning emphasises physical, mental, and emotional health.
- Empowerment: We equip learners and carers with confidence and ownership.

# 3. Referral Pathway & Eligibility

Referral-Only Service:

We accept referrals exclusively from:

- Schools (mainstream, PRUs, inclusion teams)
- Virtual Schools & Local Authorities
- Youth, SEND & Inclusion professionals

#### Target Learners:

- Permanently excluded or at risk of exclusion
- Out-of-school due to medical, SEMH, anxiety, or trauma
- Electively home-educated seeking structure/support
- Awaiting placement or needing transitional education

## 4. Learner Profile & Support Focus

- Aged between 8–16 (flexible age range as required)
- May have identified SEND, low attendance, or mental health barriers
- Require small-group or 1:1 learning in community settings
- Typically need rebuilding confidence and academic resilience

# 5. Curriculum & Learning Model

#### Individualised Learning Plans

Personalised around learner strengths, needs, pace, and interests.

#### **Community Delivery**

Sessions take place in-home, public locations (e.g., libraries), or online, primarily serving South London.

#### **Academic & Wellbeing Integration**

- Functional Skills & GCSE prep
- Core subjects (English, Maths, Science)
- Creative and embodied learning (art, movement, nature)
- Confidence and life-skills coaching

#### **Trauma-Informed Practice**

Consistent staff, relational approach, low-demand environment tailored to wellbeing-first learning.

#### **Progress Tracking**

Regular reporting aligned with referrer goals, including:

- Attendance & engagement logs
- Learning milestones & soft-skills progress
- Termly summary reports for retention and transition planning

# 6. Staffing, Safeguarding & Compliance

All staff hold enhanced DBS checks

- We have a designated Safeguarding Officer, risk assessment processes, and safer working policies
- We operate under the governance of our CIC structure—not a registered school—yet fully compliant with expected AP and EHE standards

## 7. Pricing & Placement Arrangements

Pricing reflects:

- Support intensity (1:1 vs small group)
- Session length (hourly, half-day, full-day)
- Delivery location
- Specialist or therapeutic needs

We do not publish blanket rates, enabling flexibility for varied commissioning channels including Virtual School, Inclusion Teams, EHCP funding, or direct LA commissioning.

Note: HEAH: Learning Hub is not a registered independent school. We offer compliant, quality alternative provision on a part-time basis, accessible through professional referrals only.

### 8. Referral Process

- 1. Initial Enquiry: Professional emails or calls for interest or introduction
- 2. Referral Form Sent: Basic learner profile, needs, safeguarding flag
- 3. Introductory Meeting: In-person if feasible, virtual as needed
- 4. Placement Planning: Schedule, tutor matching, location set
- 5. Delivery Begins: With monitoring, feedback loops every 4–6 weeks
- 6. Ongoing Reporting: Shared with referrer after each phase
- 7. Review & Transition: Planning reintegration or next steps

# 9. Commissioning & Partnerships

We invite commissioning conversations from professionals interested in shortterm placements, emergency cover, or managed transitions beyond exclusions and SEND. HEAH: Learning Hub is suited to:

- Spot placement requests
- Interim tuition during school transitions
- Wraparound support for anxiety/EHCP cases
- Re-engagement provision post-exclusion

# 10. Appendices

- Safeguarding policy (excerpt or link)
- Sample referral form outline
- Professional references (if available)
- HEAH Hub C.I.C. company details
- Contact & Operating Hours: Mon–Fri, 10am–3pm

# **Commissioning & Referrals**

To discuss potential placement, request referral forms, or arrange a professional presentation, please contact:

Website: www.heah-openroutes.co.uk

Email: hello@heah-openroutes.co.uk

Phone: 07513 249727

Registered address: HEAH: Home Ed Alliance Hub – Open Routes for all

Learners CIC

86–90 Paul Street, London EC2A 4NE (Registered Office)

Operating Hours: Mon–Fri, 10am–3pm

## **Summary**

HEAH: Learning Hub is your partner in creative, community-rooted alternative provision. With strengths in relational delivery, academic rigor, and wellbeingfirst practices—and no requirement for school registration—we offer a referralonly, fully compliant solution for professionals seeking flexible learning routes for vulnerable or disengaged learners.