



## Education Services, Brighouse

For:

Mental Health. Wellbeing. IAG. Consultancy

Children. Young People. Parents. Schools

**Headway Education Services**  
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Established in January 2020, Headway is an education services provider based in Brighouse with reach into Calderdale, Kirklees and Bradford. Our aim: to use skills, knowledge and experience to support children, young people, parents and schools alike through a variety of services relevant to education and society today.

Firstly, I will introduce myself. I am Andrew, the owner of Headway. My journey into establishing the company began as far back as 2005, initially supporting junior football coaching sessions. In time, this progressed to junior management and a BSc Honorary Degree in Sports Coaching soon followed.

During the early stages of my career, I developed a real passion for helping and supporting children and young people, this enhanced further through undertaking various roles within the education sector including pastoral management, monitoring, and supporting academic progress, safeguarding, mental health, wellbeing, e-safety and more. Recognising the increasing numbers of children and young people in need of wellbeing and mental health support encouraged me to try and make more of a difference and hence, Headway was born.

Alongside one-to-one support, Headway offers a full range of services from group interventions to school and staffing support, broadly split into the following areas: mentoring/coaching, transition phases, screening, e-safety and school, sport and enrichment offers. Regardless of the service required, you are guaranteed a warm, personable, and welcoming approach with a natural desire to help the students and staff in your setting, all at competitive rates. You can discover more about Headway services across the coming pages.

I truly believe that every individual and every school setting is unique: there cannot be a 'one glove fits all' approach to care and support. As a person-centred practitioner, I am proud to put the children, young people and establishments I work with at the heart of what we do - it simply must be beneficial and valuable. You can expect that I work collaboratively with staff, integrating into current teams and ingraining myself in your school's traditions, values and approaches to maximise outcomes. By immersing in your school environment, my genuine care and passion for the outcomes of your school and more importantly, your students, can really come to the fore.

I am a strong believer in providing a valuable and credible service to any school or place of education. To that end, I hold a DBS Enhanced Check on the update system as well as Headway having a safeguarding policy to promote the safety of all children and young people in addition to following the Keeping Children Safe in Education guidance used in schools. For added piece of mind, I carry indemnity and public liability insurance as well as having a commitment to CPD, helping to improve knowledge, skills and understanding to better support those I work with. You can discover more of Headway's credentials on the following page.

Thank you for taking the time to have a look at the services Headway offers. Whether you are seeking student support or temporary additional staff capacity, Headway can offer help and support where you need it most. Contact us today for a free discovery phone call to discuss our services further and discover how we can work together to meet your school's needs.

#### Our Mission:

To draw on knowledge, skills, qualifications, and experience to support children, young people, parents, and schools alike, with the overarching aim of improving wellbeing, offering guidance, and developing all-important life skills.

Andy is detailed, meticulous and methodical in his contributions to our school. He maintains a high level of professionalism in all of his work. He supports our students academically, emotionally and in their behaviour through his excellent communication skills and genuine care for young people. He has also built excellent relationships with our primary stakeholders and this has ensured an extremely smooth transition to secondary school for students and their parents. Andy is highly knowledgeable of and experienced in the transition process.

Liz White, Senior Leader, ACHS

**E-Safety:**

YGAM: In The Know Gambling & Gaming

NSPCC: Keeping Children Safe Online

**First Aid:**

First Aid at Work

Administering Medication In Schools

**Parents:**

Parental Engagement Network

**Sports:**

BSc Hons Degree: Sports Coaching

**Safeguarding:**

Level 2: Safeguarding Young People

Level 2: Child Protection in Education

PREVENT

**Mental Health & Pastoral:**

Certificate in Counselling Skills - Person Centred

Mental Health First Aid

NCFE Level 2: Awareness of Mental Health Problems

PHE Covid-19 Psychological First Aid

Winston's Wish: Introduction to Childhood Bereavement

MindEd: Mental Health and Wellbeing

Managing Risk: Self-harm and Suicidality

MindEd: Engaging Children and Young People

MindEd: Attachment and Human Development

Our son has been seeing Andrew at Headway for help with his self-awareness, self-esteem, and general anxiety. After a brief period of getting used to opening up to him and building a relationship (this was very brief as Andrew is so personable and warm) he really looks forward to every session and has made such noticeable improvements in his behaviour, ability to articulate what he is feeling and now has strategies to help prevent meltdowns developing to their previous level. His time with Andrew each week is one of the highlights of his weekly schedule and we couldn't recommend him enough.

Paul & Linda. Parents

Working with Andrew from Headway has been a pleasure, his experience and expertise with students shines through. He has amazing knowledge of what issues children are facing right now and has strategies for helping with these issues that work and make a difference.

Kelly Hamilton. Head of Year

**Screening:**

Qualified Irlen Syndrome Screener

**Administration:**

Level 2: A Practical Guide for GDPR in Education




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Mentoring/Coaching Services:			
Service	Work undertaken	Cost	Outcomes for Students, Parents and/or Schools
<p><b>1:1 mentoring/coaching support</b>  <i>1:1 support provided from as little as one-half day per week per half term.</i></p>	<ul style="list-style-type: none"> <li>Bespoke support designed to suit the individual's needs.</li> <li>Use of both Headway produced and nationally recognised resources when working with children/young people.</li> </ul>	<p>Full day: £140            Half day: £70            Package price:            Based on school's individual needs.</p>	<ul style="list-style-type: none"> <li>An improvement in the wellbeing and/or mental health state of the individual receiving support.</li> <li>A reduction in the number of children/young people who may eventually need to be referred to more intense services in the future.</li> <li>Students benefit from passionate support which puts them at the heart of the intervention, backed by relevant qualifications including a certificate in person-centred counselling skills.</li> <li>Non-directive approach allows for a development of independence and resilience, with children/young people encouraged to work towards their own solutions.</li> <li>Provides schools with flexible and competitively priced mentoring/coaching support for children/young people to meet specific requirements.</li> </ul>
<p><b>Small group workshops</b>  <i>Group mentoring support covering a range of everyday issues which commonly affect children/young people.</i></p>	<ul style="list-style-type: none"> <li>Enriching programmes undertaken across a period of 4 hours, designed to promote positive awareness of mental health and wellbeing issues.</li> <li>Various topics cover 'everyday' issues for children and young people, including but not limited to: anxiety, exam preparation/stresses, friendships/bullying, self-esteem, confidence, e-safety and more.</li> <li>Content looks at what the topic is, what the effects of it may cause and how the child/young person can manage feelings associated with it through providing strategies and/or techniques.</li> </ul>	<p>Programme cost:            Dependent on school requirements</p> <p>Typical example:            Small group up to 6 children/young people over 4 hours:            £200</p>	<ul style="list-style-type: none"> <li>Students develop a greater understanding of the content delivered in each programme (e.g., anxiety: children and young people are better able to identify what it is, its causes and how to manage times when they may feel/become anxious).</li> <li>Children and young people develop use of techniques or strategies to help support them further both during content delivery and post-delivery, helping them to manage situations they may face in the future.</li> <li>A reduction in the number of children/young people who may potentially need to be referred to more intense services in the future as their concerns manifest further.</li> </ul>

Transition Services:

Service	Work undertaken	Cost	Outcomes for Students, Parents and/or Schools
<p><b>Transition phase support packages</b>  <i>Support includes increasing staff capacity, working with students or managing the transition process.</i></p>	<ul style="list-style-type: none"> <li>• Dependent on school's particular needs.</li> <li>• Consultancy in evaluation of current processes and/or transition policy.</li> <li>• Cover school's specific requirements, including additional staff capacity, working with targeted Year 6 students or full transition phase management.</li> </ul>	<p>Full day: £140                      Half day: £70                      Package price:                      Based on school's individual needs.</p>	<ul style="list-style-type: none"> <li>• Information, advice and guidance to streamline processes using systems/staff currently in place for current and future use.</li> <li>• Additional staffing capacity to assist and support the transition process, whether staff or students, in the busy transition period, reducing the burden on current staff without the need for permanent appointment or costly, temporary staff.</li> <li>• Year 6 students prepared for life at your high school prior to the summer holiday through a range of activities, skill and team building activities.</li> <li>• Students develop a range of skills relevant to both transition and life in general including communication, teamwork, and organisation.</li> <li>• A 'fresh eyes' approach to your school's transition processes and practices.</li> </ul>
<p><b>Summer holiday transition events</b>  <i>Week-long, 3-day, 2 day and single day activity sessions. Length of sessions vary dependent on need of the organisation.</i></p>	<ul style="list-style-type: none"> <li>• Activity-filled programme of sessions to prepare Year 6, Year 11 or Year 13 for the next step of their journey in education.</li> <li>• Sessions include written tasks, physical activity and team-work related activities in design and creation.</li> <li>• Headway produced resource utilised as a support tool and workbook.</li> </ul>	<p>Package price:                      Based on school's individual needs.</p>	<ul style="list-style-type: none"> <li>• Students complete the programme feeling more prepared to begin placement in their future educational setting.</li> <li>• Reduction in students requiring intense settling-in support once in their new surroundings.</li> <li>• Students experience social benefits of potentially meeting others in their cohort (primary to secondary) in advance of starting high school, easing the social burden which may be present at the beginning of Year 7.</li> <li>• Workbooks maintain elements of literacy and numeracy in tasks, helping to reduce risks of academic regression over the summer holiday period.</li> <li>• Students become more familiar with their new surroundings and expectations of their new setting before arriving.</li> </ul>
<p><b>Parent group workshops</b>  <i>For primary to secondary transition</i></p>	<ul style="list-style-type: none"> <li>• Informal yet informative parent support workshops/Q+A.</li> <li>• Presentation covering secondary school life, what to expect and how parents can support children academically and pastorally.</li> <li>• School website/social media sites utilised to help parents locate typical information which is easily accessible without having to contact school.</li> </ul>	<p>Per hour: £20                      Group presentation: £60</p>	<ul style="list-style-type: none"> <li>• Parents able to better support their children academically in the home environment/outside of school hours.</li> <li>• Worries or anxieties for 'first time' parents reduced, thus reducing the frequency of contact to school for 'trivial' matters.</li> <li>• Parents offered a warm, personable welcome to a new educational environment, helping to increase potential engagement with your school/organisation.</li> </ul>

<p><b>Year-round Year 7 student support</b>  <i>Additional pastoral and/or academic support for Year 7 students from as little as one-half day per week per half term.</i></p>	<ul style="list-style-type: none"> <li>• Individual 1:1 mentoring support.</li> <li>• Small group interventions/activities regarding settling-in, developing friendships/relationships and other wellbeing needs.</li> <li>• Liaison with parents and offering parental support to parents of Year 7 students in transition and settling-in matters.</li> </ul>	<p>Full day: £140  Half day: £70  Package price:  Based on school's individual needs.</p>	<ul style="list-style-type: none"> <li>• Students develop key life-skills: independence, resilience, communication, teamwork and more through ongoing support and targeted interventions.</li> <li>• Targeted students benefit from regular, ongoing support to reduce anxieties or concerns generated whilst settling into high school.</li> <li>• Students feel more settled and relaxed in their new learning environment.</li> <li>• Relevant interventions planned and implemented to assist Year 7 build the foundations for their high school life.</li> <li>• Burden of regular communication from 'new' Year 7 parents significantly eased through our work.</li> </ul>
<p><b>Staff CPD</b>  <i>Workshops regarding both student transition and impacts on primary/secondary schools</i></p> 	<ul style="list-style-type: none"> <li>• Workshops led by staff experienced in the transition process.</li> </ul>	<p>Group presentation: £140   Private attendance: £30 per person</p>	<ul style="list-style-type: none"> <li>• CPD accredited workshop course with certificate provided to all attendees.</li> <li>• Staff in primary schools benefit from knowledge and understanding of impacts of transition on young people and demands of secondary schools in the transition process.</li> <li>• Staff in secondary schools benefit from knowledge and understanding of impacts of transition on young people and the role of primary school in the transition process.</li> </ul>

Irlen Screening Services:


Service	Work undertaken	Cost	Outcomes for Students, Parents and/or Schools
<p><b>Individual screening</b> 1:1 screening to discover the effects of photosensitivity</p>	<ul style="list-style-type: none"> <li>Irlen Screenings led by certified Irlen Syndrome screeners.</li> </ul>	<p>Screening: £120 per person</p>	<ul style="list-style-type: none"> <li>Students benefit from coloured overlays to reduce the impacts of photosensitivity, increasing their engagement in work.</li> <li>School sees a steady academic and/or behaviour improvement over time.</li> </ul>
<p><b>Block screenings</b> 1:1 screening to discover the effects of photosensitivity</p>	<ul style="list-style-type: none"> <li>Irlen Screenings led by certified Irlen Syndrome screeners.</li> </ul>	<p>Package price: £500 (5 screenings) *£100 saving</p> <p>Alternative pricing options</p>	<ul style="list-style-type: none"> <li>Cost-effective method for schools to screen a larger number of students at reduced cost.</li> <li>Students benefit from coloured overlays to reduce the impacts of photosensitivity, increasing their engagement in work.</li> <li>School sees a steady academic and/or behaviour improvement over time.</li> </ul>
<p><b>Staff CPD</b> Workshops regarding Irlen, what it is and how it can impact on progress, engagement, and Behaviour</p> 	<ul style="list-style-type: none"> <li>Workshops led by staff experienced in Irlen screening.</li> </ul>	<p>Group presentation: £140</p> <p>Private attendance: £30 per person</p>	<ul style="list-style-type: none"> <li>CPD accredited workshop course with certificate provided to all attendees.</li> <li>Staff able to better identify students who may be struggling with Irlen traits and are able to refer for screenings to assist in rectifying the issue.</li> </ul>



School, Enrichment and Sport Services:

Service	Work undertaken	Cost	Outcomes for Students, Parents and/or Schools
<p><b>Safeguarding support</b> <i>Temporary or additional staffing to boost current capacity within school safeguarding teams</i></p>	<ul style="list-style-type: none"> <li>Any work typically undertaken by safeguarding staff including student-specific, case-work support, managing student 'cause for concerns', record upkeep (use of CPOMS or chronologies) managing/chairing CAF/EHA processes, multi-agency working, school representation at multi-agency meetings and more.</li> </ul>	<p>Full day: £140 Half day: £70 Package price: Discounts for longer term support (1 Term +)</p>	<ul style="list-style-type: none"> <li>School benefits from a highly experienced member of staff knowledgeable in safeguarding and child protection processes.</li> <li>A keen and dedicated service which represents your school/organisation with professionalism and distinction in multi-agency settings/meeting.</li> <li>Keen on promoting positive mental health and wellbeing, perfect to satisfy latest DfE Keeping Children Safe in Education guidance.</li> <li>Minimal training requirements allowing for seamless integration into your current safeguarding team.</li> <li>Students benefit from a calm and clear approach, allowing for smooth de-escalation where the needs arise and an approachable figure to share concerns with.</li> <li>Short term or temporary work undertaken at competitive rates.</li> <li>Flexible working pattern means you only pay for what you need, offering greater value for money.</li> </ul>
<p><b>Pastoral management support</b> <i>Temporary or additional staffing to boost current capacity within school pastoral teams</i></p>	<ul style="list-style-type: none"> <li>Any work typically undertaken by pastoral and academic progress head of year including academic progress/interventions, behaviour monitoring/management, attendance monitoring/interventions, rewards procedures, safeguarding, mentoring, parental engagement and more.</li> </ul>	<p>Full day: £140 Half day: £70 Package price: Discounts for longer term support (1 Term +)</p>	<ul style="list-style-type: none"> <li>School and students benefit from a highly experienced member of staff, allowing for seamless integration into your school and current pastoral/progress teams.</li> <li>Short term or temporary work undertaken at competitive rates.</li> <li>Flexible working pattern means you only pay for what you need, offering greater value for money.</li> </ul>
<p><b>Student Welfare/First Aid services</b> <i>Temporary or longer-term placements, or to assist with additional staffing to boost current capacity within welfare teams</i></p>	<ul style="list-style-type: none"> <li>Day-to-day management of school First Aid and welfare matters.</li> <li>Administration of medication to students under school-specific welfare policy.</li> </ul>	<p>Full day: £125 Half day: £70 Package price: Discounts for longer term support (1 Term +)</p>	<ul style="list-style-type: none"> <li>Students and school benefit from a passionate and dedicated approach, ensuring above and beyond support for students/staff requiring medical/First Aid and/or welfare intervention.</li> <li>School and students benefit from a highly experienced member of staff, allowing for seamless integration into your school and current pastoral/progress teams.</li> <li>First Aid at Work/Mental Health First Aid certified staff ensuring work is credible and qualified.</li> <li>Qualified in administering prescribed medications to students.</li> <li>Short term or temporary work undertaken at competitive rates.</li> </ul>



			<ul style="list-style-type: none"> <li>• Flexible working pattern means you only pay for what you need, offering greater value for money.</li> </ul>
<b>Cover supervision</b> <i>Where bookings are made in advance only</i>	<ul style="list-style-type: none"> <li>• Day-to-day cover of student lessons in the absence of regular classroom teacher.</li> </ul>	Full day: £120 Half day: £60 Package price: Discounts for fixed day(s) (1 Term +)	<ul style="list-style-type: none"> <li>• School benefit from a highly professional and experienced cover supervisor to lead cover lessons.</li> <li>• Adept in classroom behaviour management techniques to ensure effective delivery of lesson content.</li> <li>• Competitive rates in comparison to agency supply.</li> </ul>
<b>TA/Inclusion support</b> <i>Where bookings are made in advance only</i>	<ul style="list-style-type: none"> <li>• Day-to-day cover of school inclusion area and/or support to inclusion area manager/co-ordinator.</li> </ul>	Full day: £120 Half day: £60 Package price: Discounts for fixed day(s) (1 Term +)	<ul style="list-style-type: none"> <li>• School benefit from a highly professional and experienced member of staff to support in inclusion or as a teaching assistant.</li> <li>• Warm approach and ability to build relationships with students quickly allows for minimal disruption to learning and support in absence of the regular or named TA/inclusion worker.</li> </ul>
<b>Enrichment workshops</b> <i>Workshops or activity days/sessions which cover most 'raising awareness' dates in the school calendar</i>	<ul style="list-style-type: none"> <li>• Small group or full-class delivery of a range of topics.</li> <li>• Small group intervention regarding specific topics or concerns.</li> </ul>	Full day: £140 Half day: £70	<ul style="list-style-type: none"> <li>• Students benefit from informative enrichment sessions, building their knowledge on a particular topic or issue.</li> <li>• Students engaged in memorable, fun sessions such as host in fancy dress, student role-play, and design and create elements.</li> </ul>
<b>Small group intervention</b> <i>Working on skill development, perfect for intervention sessions or after school clubs</i>	<ul style="list-style-type: none"> <li>• Small group interventions supporting every-day skills including communication, teamwork, organisation, independence, resilience and more.</li> </ul>	Half day: £70 (2 sessions)  Group session: £40	<ul style="list-style-type: none"> <li>• School see a development of specific skills over time in all attendees.</li> <li>• Students benefit from small group, intensive intervention outside typical mainstream classroom setting.</li> </ul>
<b>Parental/family engagement events</b> <i>Variety of sessions using school and Headway resource to improve engagement and bring the community into school</i>	<ul style="list-style-type: none"> <li>• Planning and/or management of community-based events held in school/on behalf of school.</li> </ul>	Package price: Dependent on school requirements	<ul style="list-style-type: none"> <li>• Improved engagement between parents/grandparents and school through an event.</li> <li>• Improved communications and standing of school in the immediate and local community through an event.</li> </ul>
<b>Sports coaching offer</b> <i>Designed to promote a range of key skills relevant to coaching amongst students with limited engagement in mainstream lessons.</i> 	<ul style="list-style-type: none"> <li>• Teacher-led sessions educating participants on skills and attitudes relevant to become an effective coach.</li> <li>• Practical delivery of content and supervision of coaching sessions.</li> </ul>	Package price: Dependent on numbers enrolled	<ul style="list-style-type: none"> <li>• Students with a passion for sport and a lack of engagement in more typical mainstream lessons engaged in a topic that suits them.</li> <li>• Every-day life skills of students improved, including communication, team-work and positive attitude.</li> <li>• Students benefit from a qualification</li> <li>• Students involved in an alternative provision without the need to leave school grounds.</li> </ul>

## E-Safety Services

Service	Work undertaken	Cost	Outcomes for Students, Parents and/or Schools
<p><b>1:1 mentoring support: social media</b>  <i>Intensive support for students who regularly use social media for the purpose of bullying or who display a vulnerability to grooming behaviours.</i></p>	<ul style="list-style-type: none"> <li>Bespoke support designed to meet the individual's vulnerability and needs.</li> <li>Use of both Headway designed and nationally recognised resources in work undertaken.</li> </ul>	<p>Full day: £140</p> <p>Half day: £70</p> <p>Block booked sessions: £30 per session not exceeding day/half day rate</p>	<ul style="list-style-type: none"> <li>Students considered vulnerable through their use of social media provided with intensive 1:1 support developing a thorough understanding of cyber-bullying, sharing/producing inappropriate posts and highlighting privacy and safety mechanisms on selected platforms.</li> <li>Students identify their own use of social media and consider appropriate ways to remain safe online.</li> <li>Reduction in the likelihood of student(s) partaking in online bullying through social media.</li> <li>Student(s) develop an awareness of dangers associated with social media and how to ensure privacy is maintained.</li> </ul>
<p><b>Group workshops: social media</b>  <i>Small group workshops covering a range of social media related issues which could leave children and young people vulnerable to bullying or grooming behaviours.</i></p>	<ul style="list-style-type: none"> <li>A programme of sessions dedicated to social media, including common platforms, staying safe online, promoting positive behaviours and educating on privacy and protection.</li> </ul>	<p>Half day: £70 (2 sessions)</p> <p>Group session: £60 (2 hours)</p>	<ul style="list-style-type: none"> <li>Students develop a greater understanding of the dangers of social media, consider their personal use of social media and are aware of how to ensure accounts are private and protected.</li> <li>A reduction in social media related issues arising from the students who partake.</li> <li>A sole focus on the social media arm of the digital world allows for more in depth covering of related topics, issues, and concerns.</li> <li>Group setting allows for more students to take part resulting in greater value for money.</li> </ul>
<p><b>Enrichment workshops: e-safety</b>  <i>Workshops or activity days/sessions which cover every day e-safety issues.</i></p>	<ul style="list-style-type: none"> <li>Small group or full-class delivery of a range of topics related to e-safety including FOMO, online detoxing, screen time, gaming, online wellbeing and more.</li> <li>Small group intervention regarding specific topics or concerns to meet the need of specific students.</li> </ul>	<p>Full day: £140</p> <p>Half day: £70</p>	<ul style="list-style-type: none"> <li>Students develop a greater understanding of how the online, digital world impacts upon their wellbeing and mental health.</li> <li>Students provided with practical strategies to manage their time spent online, to use beyond the workshop session.</li> <li>Group setting allows for more students to take part resulting in greater value for money.</li> </ul>

<p><b>Parent workshops: e-safety &amp; social media</b></p> <p><i>Group workshops or presentations to parents regarding online safety and use of social media.</i></p>	<ul style="list-style-type: none"> <li>• Group workshops covering various elements of e-safety and social media, specifically focussed on children's use of digital technology devices and parental actions.</li> <li>• Large parent presentations</li> </ul>	<p>Group session: £60 (2 hours)</p> <p>Presentation: Dependent on numbers attending</p>	<ul style="list-style-type: none"> <li>• Parents better able to identify risks and behaviours associated with the digital world to support their children at home.</li> <li>• Parents identify their own use of the Internet and social media, appraising their own behaviours and how this may impact on their children.</li> <li>• Parents develop a wider understanding of keeping their children safe online.</li> <li>• Parents develop a greater understanding of privacy settings, particularly on social media sites, to promote both their and their children's safety.</li> <li>• Parents develop an understanding of current trends and popular sites/platforms visited by children today.</li> </ul>
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**Headway**

"to make progress..."

48 Park Street, Brighouse, HD6 1JL