

ESSET AND ECC OUTREACH SERVICE

Welcome Pack



ESSEX SPECIAL SCHOOLS EDUCATION TRUST



Essex County Council

Our Values

Inclusion sits at the heart of everything we do. We believe that all students—regardless of their needs—deserve fair access to high-quality teaching, learning and support, wherever they live in the county and at every stage of their development.

1. Empathy - We approach every interaction with understanding and compassion, recognising the unique needs, strengths and experiences of each individual.

2. Inclusion - We celebrate diversity and are committed to creating welcoming environments where every voice is heard, valued and respected.

3. Integrity - We act with honesty, transparency and accountability, ensuring our work is built on trust with the communities we serve.

4. Collaboration - We believe meaningful change happens through partnership. We work closely with families, professionals, community members and organisations to achieve shared goals.

5. Empowerment - We support individuals and communities to thrive by providing the knowledge, resources and opportunities needed to build confidence, independence and growth.

6. Sustainability - We are committed to creating lasting, positive impact by developing initiatives that support both present and future generations.



Introduction

Through a joint initiative between the Essex Special School Education Trust (ESSET) and Essex County Council (ECC), an Outreach Programme was established in **September 2024** to support professionals and groups of schools working with children and young people with a range of SEND needs. The programme aims to **embed excellent SEND practice** within the culture of every school across Essex.

Following the programme's success since its launch, it is now **being continued** to ensure schools can benefit from sustained support, collaboration and shared expertise across the county.

The service works alongside the existing Autism, Speech and Language, and SEMH Strategic Services, **complementing the work already taking place** across Essex.

We recognise that staff within mainstream primary schools bring a wide range of expertise and are committed to providing the best support for their pupils. Our aim is to work alongside schools to help ensure that **all staff feel confident and well equipped to meet the needs of pupils with SEND** within their local communities.

Quadrant Outreach Leads

The programme is delivered by four **Quadrant Outreach Leads** on secondment from **specialist SEN schools** across Essex. They oversee and deliver high-quality outreach support across the county.

Each Lead brings extensive experience of teaching pupils with complex SEND, alongside recent leadership experience in specialist school settings, enabling them to provide **practical guidance, professional support and strategic insight** to mainstream schools.

ESSET Outreach Quadrant Leads

Tracy Edmonston



Outreach Lead for the **Mid Quadrant**

- Seconded from Edith Borthwick School
- ECT Induction Tutor and Mentor
- Lead Induction Teacher
- Qualified Teacher with SEND experience in Primary, Secondary and 16+:
 - Severe complex and medical
 - MLD, SLD, MLD, ASC and associated behaviours
- Previous roles:
 - Acting Head of School for a Primary- SEND
 - Deputy Head Teacher for a Primary School- SEND
 - Phase Lead for Key Stage 3 and Key stage 2- SEND
 - SEND Mentor and Coach
 - NNEB SEND
- I support and deliver advice and training on various strategies to empower educational professionals and stakeholders of all levels, to enhance progress, learning experiences and journeys of pupils with SEND. I am committed to working in collaboration to provide the best outcomes for individuals, their families and schools. I look forward to working in conjunction with you.

Keily Tomlin



Outreach Lead for the **West Quadrant and Brentwood**

- Seconded from Harlow Fields School and College
- Head of Lower School (EYFS/KS1/KS2) at HFSC
- Lead for behaviour at HFSC
- Therapeutic Thinking Tutor
- Qualified teacher with experience in:
 - Primary Mainstream education
 - School for pupils with moderate learning disabilities
 - School for pupils with social, emotional and mental health needs
 - School for pupils with severe and complex needs
- Hold a MA in Special Educational Needs and Disabilities (SEND)
- ECT mentor
- Safeguarding officer (level 3)
- Passionate about improving outcomes for all pupils, particularly through supporting and working with SEND pupils in mainstream education.

ESSET Outreach Quadrant Leads



Katrina Eksen

Outreach Lead for the **South Quadrant**

- Seconded from Lexden Springs Residential Special School.
- Qualified Teacher for 24 years.
- 7 years mainstream Primary experience in both large city primary schools and small rural schools.
- 17 years experience in SEN, working with SLD, PMLD, ASD and pupils with complex needs.
- Assistant Head, with previous responsibilities for Outreach, deputy safeguarding lead, whole school behaviour analysis, mentoring trainee teachers and monitoring teaching and learning.
- Managed and led a Lower School SEN department of 10 classes.
- Degree in Media performance, bringing a creative style of working.
- Passion for inclusive practice and supporting pupils with SLD - particularly with a therapeutic approach to engagement, behaviour and learning. I look forward to working in partnership with schools, and in collaboration with professionals, in the South of Essex.



Marie Saunders

Outreach Lead for the **North-East Quadrant**

- Seconded from Lexden Springs Residential Special School
- Led Post 16 Department, Mental Health Lead & NFER Research Mark
- SEND SLE, ECT Facilitator and was SEND Lead for Alpha Teaching School Hub delivering bespoke training and outreach support, Delivering new NPQ SENDCO course for BPN,
- Qualified teacher with experience in:
 - Primary & Secondary Mainstream education
 - SLD School for pupils with severe and complex needs, including PMLD, ASD, ADHD, social and emotional needs and challenging behaviour
- Hold a MA in Education
- Am passionate about improving pupil outcomes and supporting mainstream schools, working collaboratively to develop school's SEND expertise and provision by sharing specialist classroom practice to up skill staff, accessing high quality training and promoting professional support networks.

Quadrant Leads info/referral links

South Quadrant Outreach Lead

Katrina Eksen

Covering: Basildon, Rochford and
Castle Point

Referral link: [South Quadrant](#)

North-East Quadrant Outreach Lead

Marie Saunders

Covering: Colchester and Tendring

Referral link: [North-East Quadrant](#)

West Quadrant & Brentwood Outreach Lead

Keily Tomlin

Covering: Uttlesford, Harlow, Epping Forest and
Brentwood

Referral link: [West Quadrant and Brentwood](#)

Mid Quadrant Outreach Lead

Tracy Edmonston

Covering: Maldon, Braintree and
Chelmsford

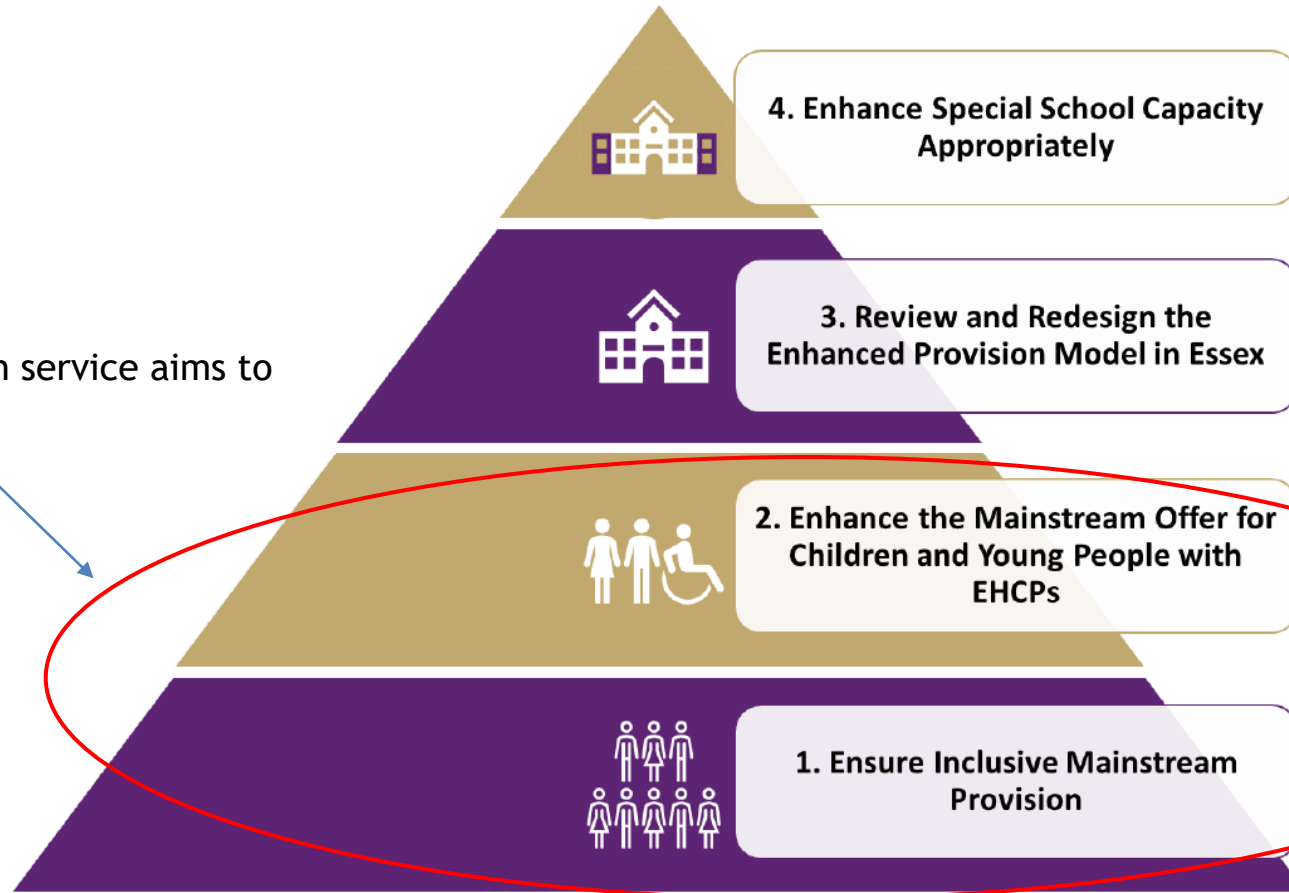
Referral link: [Mid Quadrant](#)



SEND Sufficiency

To better meet the forecast needs of children and young people with SEND in Essex, we have four key intentions:

Where our outreach service aims to have impact.



Outreach Service Purpose

- To support mainstream primary schools in meeting current **SEND legislation** and the expectations of the **SEND Code of Practice**, ensuring high-quality provision for children and young people with SEND.
- To provide **advice, guidance, coaching, and modelling** for school staff, helping them meet the needs of individual pupils and groups within schools, settings, or clusters of schools.
- To **work collaboratively with teachers, support staff, and leaders** to build professional knowledge, confidence, and inclusive practice, ensuring all staff feel equipped to support pupils with a range of SEND.
- To provide strategic guidance to school leaders on **developing inclusive culture, improving provision, and strengthening pupil outcomes**, in line with national expectations and best practice.
- To **improve the experiences of pupils with SEND**, ensuring they feel valued, included, and able to access a broad and balanced curriculum alongside their peers.
- To **promote a strong culture of inclusion**, where all pupils understand and can articulate the importance of diversity, respect, and belonging.
- To **strengthen parental confidence in mainstream SEND provision**, supporting transparent communication, reducing reliance on statutory processes and increasing chances of pupils with SEND being in school.
- To **provide written observation reports and practical strategies** for supporting pupils, monitor the impact of outreach support and contribute to the Local Authority policies and procedures relating to SEND education.



Referral Process

Pupils do not need to have formal diagnoses or an EHCP to be referred to the service.

- Referrals can be made to the Outreach Service directly by Headteachers, or SENCo's. The Headteacher **must** give consent before referrals. You should also inform your **Inclusion Partner** before submitting the referral if they have not been involved in the process.
- If the support is regarding a specific pupil, you will need to obtain [parental permission](#) first. More information for parents/carers can be found [here](#).
- Please complete the **referral form** which will then be sent to the correct Quadrant Lead. (see page 6 and 12)
- Once we have received the referral, **we will process it and be in touch** to arrange a plan for further actions.
- Following our support, we will ask you to **complete a feedback form** - this will help us inform future practice and evaluate the impact of support.

What does ESSET outreach look like?



Summary

As an outreach team, our intention is:

- To **work with schools** in partnership to improve the quality of education and outcomes for pupils with SEND.
- Provide a **collaborative support network** to empower school teams to feel confident in their abilities to meet the needs of **all** their pupils.
- To **enhance and expand the skills of all staff** through advice, training and links to outside organisations.
- Outreach support is **not** a steppingstone to specialist provisions.
- To enable schools to create sustainability with their **Inclusive practice** to ensure all pupils, current and future, to experience the most fulfilling educational journey they can have.

Reminder of referral process:

▶ TWO POSSIBLE ROUTES TO ACCESS OUTREACH:

- (1) SEND Operations can recommend that a school refer during a panel
- (2) Schools can make the decision to refer themselves

REFERRAL FORMS CAN BE FOUND HERE:

[South Quadrant](#) (Katrina covering Basildon, Rochford and Castlepoint)

[Mid Quadrant](#) (Tracy cover Maldon, Braintree and Chelmsford)

[North-East Quadrant](#) (Marie covering Colchester and Tendring)

[West Quadrant and Brentwood](#) (Keily covering Uttlesford, Harlow, Epping Forest and Brentwood)



Other Key Information:

Parent and
Carer
Leaflet

Parental
Consent
Form

Consistency
Plan

ESSET Website
(More information and
termly updates)

Essex School
Info Link



THANK YOU FOR YOUR
CONTINUED SUPPORT.