Essential Education Group: information for councils and commissioners

For local authorities, schools and trusts considering specialist teaching and transition support.

Who we are

Essential Education Group (EEG) is an education-led organisation providing individually planned specialist teaching and transition support for children and young people, and school improvement, SEND consultancy and professional learning for settings. Our approach, **The Essential Education Group Way**, begins with the learner, not a programme we need them to fit.

What we offer a commissioner

- **Home Edition:** individually planned specialist teaching and transition support, at home, in the community, online or blended, for children and young people who are not accessing school or need a bridge back to it. We consider all school ages and post-16.
- **School Edition:** scoped school improvement, SEND audit and consultancy, and professional learning for a setting or group of settings.
- Our contribution is defined in a written proposal. It supports, and does not replace, the commissioner's own decision-making and statutory responsibilities.

How teaching works

1. **Understand:** we gather the learner's information, baseline and the views of the learner and family.
2. **Connect:** we build trust and a shared way of communicating.
3. **Teach and adapt:** we teach around what works for the individual child, and change the approach when the evidence shows something works better.
4. **Build capacity:** we grow independence, participation and transfer into new settings.
5. **Review and progress:** we measure progress against agreed targets, and review with you and the family.

We keep one documented curriculum framework and an individual plan for every learner, with targets set at the start. Progress is reviewed at least every six weeks and shared with the commissioner, family and learner. Where a child has an EHC plan, our provision follows its outcomes.

How a commission works

1. **Scope the enquiry:** a non-sensitive conversation about the broad area, purpose and intended start.
2. **Review suitability:** we agree a secure route for learner information and review the information.
3. **Confirm the offer:** suitable practitioner and cover, capacity, venue, hours, baseline and review dates. An enquiry is not acceptance.

4. **Authorise the start:** funding or purchase order, written scope, checks, insurance, safeguarding and risk arrangements, with human sign-off.
5. **Teach and evidence:** attendance, direct teaching and adaptations recorded.
6. **Review and hand over:** progress against outcomes, learner and family voice, and a handover to the next setting.

No fixed public price list applies: each proposal states the complete cost for the agreed scope. The start date follows suitability, staffing, safety and funding checks.

Safeguarding and quality assurance

We work to the standards commissioners are expected to look for, including the DfE statutory guidance on alternative provision and the DfE non-school alternative provision standards. For each placement we will:

- agree safeguarding contacts with you, name our Designated Safeguarding Lead, and give you **written confirmation** that the required checks on the proposed practitioner are complete before they start;
- tell you promptly of any change of practitioner;
- record attendance for every session and report unexpected or unexplained absence in the way agreed;
- keep information secure and share learner details only through the route you approve;
- give you current evidence for your own quality assurance process on request.

Policies, certificates and checks are shared with the appropriate recipient through an agreed route, not published on the website.

What we will ask you for

A named commissioning contact and funding route; a secure way to exchange learner information; the learner's current education arrangements, EHC plan outcomes and relevant advice; safeguarding contacts; and your quality assurance requirements.

Learner information

Please do not send a child's name, diagnosis, EHCP, address or safeguarding details in a first enquiry. We will agree a secure route first.

Start a conversation

- Book a short scoping conversation with Emma: https://calendly.com/essentialed/coffee-and-catch-up
- Email: info@essentialeducationgroup.com
- Commissioning information and enquiry: https://essentialeducationgroup.com/commissioning