

Re: Children's Disability Team and supports to Schools

Dear Principal,

Please find attached updated School Contact form for the Year 2023/2024.

The number of children attending West Limerick Children Services has significantly increased. In order to ensure the team are responding to the needs of children, we require that schools complete the attached form and return it to West Limerick Children Services Team. This is to be completed where schools and parents deem additional supports necessary. Previous school contact forms will not be reviewed if the team responded or linked with the school at the time.

Unfortunately, due to the volume of phone calls each week we cannot respond to individual requests/phone calls and the above form **must** be completed before we can provide the requested supports. All school forms are reviewed and prioritized based on the needs and the team will aim to respond in a timely manner. This can be impacted by the volume of requests and staff capacity.

Children's Disability Teams are working within Progressing Disability Service model. All services are provided through the child's **Individualized Family Support Plan (IFSP)**. The plan involves parents with the team identifying priority goals. To ensure identified assessments and interventions are provided, it is necessary that the needs at school are included on the child's plan.

WLCS in general provide services based on home address and it is important before sending a form to check with parents which team they are open to as there can be cross over in some areas. A map detailing the areas is available on our website www.mwcds.ie.

All old school contact forms should be deleted.

Looking forward to working with you during the academic year 2023/2024.

Yours sincerely,

Nicola McMahon

Children's Disability Network Team Manager
West Limerick Children Services
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