

Scotland CYP FOI 2025

Local authority name:

Section 1: Organisation and funding of your Education Vision Impairment (VI) Advisory service

1a) Who holds the budget for specialist resources and equipment (e.g. production of large print, CCTV magnifiers, Braille notetakers etc.) for pupils with vision impairment (VI)?

(Please indicate only one option with an 'x')

Budget held centrally

Budget held by the sensory service

Budget held by schools

1b) If your local authority has a specialist provision for pupils with VI, how is it funded?

(Please indicate only one option with an 'x')

Centrally

By the school in which the provision is located

Other, please specify (free text)

2a) Who provides Qualified Teacher for Vision Impairment (QTVI) services in the local authority?

(Please indicate only one option with an 'x')

Local authority employs QTVIs

An external organisation is commissioned to deliver QTVI services (please give name of external organisation)

QTVI services are shared with another local authority (please state which LA)

No QTVI services are delivered in the local authority

Other (please specify)

2b) If you answered "No QTVI services are delivered in the local authority" in question 2a, please explain the current situation and how children access QTVI provision and support: (free text)

Section 2: Structuring of services

3a) Is your vision impairment service:

(Please indicate only one option with an 'x')

A standalone vision impairment service

Part of a sensory service (support for hearing & vision)

Part of an Additional Support for Learning service or other (please specify):

3b) In the past twelve months, have any changes been made to the way that provision for children and young people with VI is funded, organised and/or staffed?

(Please indicate only one option with an 'x')

Yes

No

3c) If 'Yes' then please give details of the changes that have been made: (free text)**3d) Are there any current or proposed reviews of the VI service that will affect the way it is organised, managed or funded, or are likely to affect the way that support for children and young people with VI is provided or funded?**

(Please indicate only one option with an 'x')

Yes

No

Don't know

3e) Please provide any additional information on future changes:	
4a) Please provide overall VI service budget (including staff, equipment, and training).	(Please enter numerical values)
Budget for 2023/24 (financial year)	
Budget for 2024/25 (financial year)	
Additional information is optional (free text):	
4b) If the budget above is shared with another service or cannot be separated from the sensory budget, please state what the budget encompasses here:	
Section 3: Number of Children and Young People on the VI service caseload and support available	
5a) Please give the total number of children and young people on the VI service <u>active caseload</u> (i.e. seen and supported, irrespective of frequency)	
5b) Of the number listed in 5a, please tell us how many children/young people you support attend:	(Please enter numerical values)
Mainstream school	
Special school	
5c) Of the number you listed in 5a, please tell us how many children/young people you support in the age groups below:	(Please enter numerical values)
0-3 years	
Early years/Pre-school (3-5 years)	
Primary	
Seconday	
5d) Any additional information? (optional free text)	
6a) Excluding the children and young people counted in question 5a, please give the total number(s) of children and young people known to the VI service but not receiving direct support (i.e. on advice/ information only).	
6b) Any additional information? (optional free text)	
7) What is the average time from referral to VI service and initial visit? (please give estimation if exact time is unknown)	
8) If it is part of your VI service offer to support early years children (i.e. children who have not started in P1), in which of the following settings does the VI service provide this support?	(Please indicate 'x' to all that apply)
Within the child's home	
In pre-school/ early years settings (including private creches or nurseries)	
School settings (e.g.standalone nursery, nursery class within a mainstream or special school)	
In settings where the child is cared for by a childminder (outside of their home)	
Other, please specify (free text)	
9) What is the total number of children and young people who use (or, in the case of pre-school children, are expected to use) braille? Include those who use both braille and audio, and those who use both braille and large print.	
10) Please give the total number of children and young people on the VI service active caseload diagnosed with cerebral vision impairment (CVI).	
11) How does the VI service allocate support to children and young people on their caseload (please give details, free text)?	

12) Are there any groups of children and young people with VI that are NOT currently supported by the VI service?	(Please give details for all that apply)
Specific age groups	
Children/Young people in specific types of setting e.g. private creches etc.	
Children/Young people with complex needs	
Other, please specify (free text)	
13a) How many children and young people with VI have had their service reduced due to service capacity or restructure of the delivery model in the past 12 months?	
13b) Any additional information? (optional free text)	
Section 4: VI service staffing	
14) Which (if any) of the following qualifications are held by the person with responsibility for strategic management of the VI service?	(Please indicate 'x' to all that apply)
Qualified Teacher for Vision Impairment (QTVI) (i.e. holds the mandatory qualification (MQ) in VI and a braille qualification))	
Qualified teacher of the Deaf (QTOD) (i.e. holds the mandatory qualification (MQ) in HI)	
Other qualifications (if yes please give details, free text)	
15a) Please give the total full time equivalent (FTE) number of teachers employed directly by the VI service (please include peripatetic/advisory teachers, school-based teachers, and VI service manager if they have a caseload).	
15b) Please give the full time equivalent (FTE) number of teachers employed directly by the VI service for the categories that follow. (This includes peripatetic/advisory teachers, school-based teachers, and VI service manager if they have a caseload):	(Please enter numerical values)
Service manager with mandatory qualification (MQ) (VI)	
Lead TVI with mandatory qualification (MQ)(VI)	
TVI with mandatory qualification (MQ)(VI)	
TVI in training for MQ (VI)	
TVI without MQ (VI) who will begin training within 2 years	
TVI without MQ (VI) not in or due to begin training within 2 years	
Lead TVI posts vacancies currently vacant	
TVI posts vacancies currently vacant	
15c) How many of the teachers in 15a have a qualification in:	(Please enter numerical values)
Uncontracted Braille	
Contracted Braille	
16a) Please give the full-time equivalent (FTE) number of pupil support assistants (PSAs) employed directly by the VI service who are providing support to pupils with VI in their educational setting. If none, please write '0':	
16b) How many of the PSAs in 16a hold a qualification in:	(Please enter numerical values)
Uncontracted Braille	
Contracted Braille	
16c) Please give the FTE number of habilitation officers employed by the VI service (including any externally commissioned or bought in from another team within the LA). If none, please write '0'.	

16d) Please give the FTE number of any other staff employed by the VI service (including any externally commissioned) in roles such as technicians for resource production and/or ICT support, dedicated early years staff, braille specialists and family support workers.	
Section 5: Habilitation support	
17a) Which department is responsible for the commissioning of habilitation services?	(Please indicate 'x' to all that apply)
Children and family social care services	
Education services	
We don't commission habilitation services	
Other (please state)	
17b) Which department is responsible for the delivery of habilitation services?	(Please indicate 'x' to all that apply)
Children and family social care services	
Education services	
We don't deliver habilitation services	
Other (please state)	
18a) How are habilitation services delivered in the authority?	(Please indicate 'x' to all that apply)
By local authority employed habilitation specialist(s)	
An external organisation is commissioned to deliver the service (please state the name of the organisation)	
Services are spot purchased	
No Habilitation services are delivered in the authority	
Other, please specify (free text)	
18b) If you answered 'No habilitation services are delivered in the authority' in question 18a, please explain the current situation and how children access habilitation provision and support (free text)	
19) Are habilitation services available to CYP in the following settings?	(Please indicate 'x' to all that apply)
Home	
School	
Community settings	
During school holidays	
Other (please state)	
20) Which of the following aspects of habilitation are delivered as part of the LA's habilitation provision?	(Please indicate 'x' to all that apply)
Orientation and mobility	
Independent living skills	
Other (free text)	
21) How many pupils are currently receiving habilitation training or waiting to be assessed?	(Please enter numerical values)
Number of pupils currently on active habilitation caseload	
Number of pupils waiting assessment	
22a) Are referrals for an initial assessment of habilitation accepted from any of the following? (please tick as many as apply)	(Please indicate 'x' to all that apply)

Medical professionals	
Qualified Teachers for Vision Impairment (QTVIs)	
Other education professionals	
Other (please provide details)	
22b) Upon receipt of a referral, who carries out the initial assessment of habilitation needs?	
22c) What is the average time between referral to Habilitation service and initial visit? (Please give estimation if exact time is unknown)	
Section 6: Curriculum Framework for Children/Young People with Vision Impairment (CFVI)	
23a) Which frameworks or curriculums do you use to support CYP with VI? (please select all that apply):	(Please indicate 'x' to all that apply)
Curriculum Framework for Children and Young People with Vision Impairment (CFVI)	
Expanded Core Curriculum (EEC) – USA	
NatSIP Learner Outcomes Framework	
Developmental Journal (DJVI)	
Steps to Independence	
Quality Standards for Habilitation	
Guide Dogs Habilitation programme	
Bespoke programme designed in house	
Other, please specify (free text)	
23b) If you selected CFVI, how have you incorporated it into your normal working practices? (please tick all that apply):	(Please indicate 'x' to all that apply)
Educational Support Plans (Child's Plan, CSPs, ASL documentation or similar)	
Regular reporting	
When planning teaching programmes	
In discussions with non-specialists	
In discussion/when working with parents	
In discussion with children and young people with vision impairment	
Other (Free Text)	
24a) Are you aware of the CFVI Resource hub on RNIB Bookshare?	
24b) If you answered yes, have you accessed, followed links or downloaded resources from the hub?	
Section 7: RNIB Services	
Please enter, yes, no or don't know	
25) Have staff attended sessions from RNIB's training programme for education professionals	
26a) Do staff promote RNIB Bookshare with education settings when relevant? The link to RNIB Bookshare is: https://www.rnibbookshare.org/	
26b) If your answer to 26a was yes, what is the main reason (Free text)	
26c) If your answer to 26a was no, what is the main reason (Free text)	
27) If virtual training on RNIB Bookshare was available would the VI service attend?	