Liaison RTLB Role in Schools

Purpose:

An RTLB is assigned to each school as that school’s Liaison RTLB. This RTLB is tasked with assisting the school to access RTLB services.

The work of the Liaison RTLB will be informed by the guiding principles of RTLB practice:

Inclusive teaching

Cultural responsiveness

Ecological approach

Collaborative and seamless model of service

Strength based

Reflective

Evidence based

The Liaison RTLB will :

**Know your liaison school/s**

* Know, understand and respect the school culture and practices
* Shape the school profile on our website (so others go in ‘informed’)
* Be available to your schools - call in regularly (scheduled and purposeful)
* Record visits against School Liaison contact sheet (SchoolGate)

**Develop positive relationships**

* Establish working relationships with (key) school personnel
* Communicate with appropriate school personnel on a regular basis (e.g. fortnightly / monthly)

**Develop best practice in your liaison school/s**

* Challenge practice, introduce evidence-based interventions
* Share relevant information with school personnel e.g new systems and initiatives; resources; professional development opportunities
* Know your liaison schools, understand the current systems and needs – support them to embed pro-active and inclusive processes and systems
* Negotiate communication pathways with school personnel, both formal and informal

**Support Referrals**

* Be regularly in touch so that you are aware and informed of new referrals
* Provide advice and guidance to shape referrals
* Support the school to access appropriate resources, agencies and services
* Attend the school’s Special Needs/Pastoral Care Committee Meetings, if required
* Attend transition meetings, if required/invited (i.e., transition from EI or BST)

Please note:

The Liaison RTLB will not necessarily become the caseworker for a particular case.