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Contract

## **Learning Support, Assessment and Tutoring service**

London Fire Brigade

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-066695

Procurement identifier (OCID): ocds-h6vhtk-05cfb7

Published 20 October 2025, 1:13pm

### **Scope**

### **Reference**

7522

### **Description**

To provide learning support services to all employees, including line managers of neurodiverse staff. Also included is the requirement for the provision of full psychological assessments, co-coaching, one to one or group tutoring and learning support for neurodiversity

Psychological (cognitive) assessments will be undertaken by a registered and fully qualified specialist in this field who must be HCPC registered.

Assessments shall include the following elements as a minimum:

- a review of educational and occupational history;
- a comprehensive assessment of cognitive abilities, including the latest version of

## Wechsler Adult

### Intelligence Scale Assessment.

- assessment and detailed analysis of literacy and phonological skills, including timed tests of reading

comprehension and writing skills.

- consideration of any emotional problems related to the learning difficulties; Should emotional difficulties

arise, the LSA Team must be advised immediately

- an appraisal of strengths and coping strategies.

- consider reasons for referral based on workplace needs.

### Full Psychological Assessment Reports

Following completion of each Psychological Assessment, a comprehensive report will be provided to the London Fire Brigade within specified number of working days of the assessment.

The full diagnostic (cognitive) assessment report is to include general and specific recommendations for further

workplace assessment.

### One-to-One Tutoring, Group & Co-Coaching (Adult)

The London Fire Brigade may refer an employee for one-to-one tutoring, group and/or co-coaching based on the Full Psychological (cognitive) Assessment report, outcome of the Access to Work assessment or difficulties experienced in the workplace. Eligible employees are provided with a maximum of six hours one to one tutoring and two hours co-coaching sessions funded by the London Fire Brigade to provide them with strategies to effectively manage their condition within a workplace environment.

Co-coaching sessions should include one or all of the following depending upon need:

- organisational skills

- memory strategies

- working under pressure & time management (including operational incidents where appropriate and in the Control and Mobilising arena where appropriate)
- planning work schedules
- literacy skills (basic or high-level, as required)
- note-taking techniques
- speaking and listening skills
- presentation skills
- accuracy in number work / data entry
- managing attention and focus in a variety of situations
- dealing with distressing emotions
- interacting positively with managers / colleagues
- confidence building
- situational awareness

The Service Provider must provide an End-of-Tuition report, and End of Co-coaching report where relevant,

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## **Contract 1**

### **Supplier**

- Genius Within C.I.C

## **Contract value**

- £70,000 excluding VAT
- £84,000 including VAT

Below the relevant threshold

## **Date signed**

1 April 2025

## **Contract dates**

- 1 April 2025 to 30 April 2026
- 1 year, 1 month

## **Main procurement category**

Services

## **CPV classifications**

- 80400000 - Adult and other education services
- 80500000 - Training services

## **Contract locations**

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber

- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

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## **Procedure**

### **Procedure type**

Below threshold - without competition

### **Special regime**

Concession

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## **Supplier**

### **Genius Within C.I.C**

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Lewes

BN7 3AL

United Kingdom

Telephone: 01273 890502

Email: [royston@geniuswithin.org](mailto:royston@geniuswithin.org)

Website: <https://geniuswithin.org/>

Region: UKJ22 - East Sussex CC

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): Yes

Contract 1

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## **Contracting authority**

### **London Fire Brigade**

- Public Procurement Organisation Number: PMQX-8712-HQXR

169 Union Street

London

SE1 0LL

United Kingdom

Email: [PROCPProfessionalServices@london-fire.gov.uk](mailto:PROCPProfessionalServices@london-fire.gov.uk)

Region: UKI44 - Lewisham and Southwark

Organisation type: Public authority - sub-central government