

Graduated Approach – Glossary of Terms

Below we have listed many of the terms used with regard to SEND, along with explanations of their meaning and their common abbreviations. If you would like any more terms added to the list please email senat@halton.gov.uk

Academy: A state-funded school in England that is directly funded by the Department of Education. Academies are self-governing and independent of local authority control

Attention Deficit Hyperactivity Disorder (ADHD) is a group of behavioural symptoms that include inattentiveness, hyperactivity and impulsiveness.

Annual Review: A review of a statement of Special Educational Needs (now being replaced by an Education Health Care (EHC) Plan), which an education authority must undertake at least every 12 months.

Autistic Spectrum Condition (ASC) is a developmental disability that affects how a person communicates with, and relates to other people. It also affects how they make sense of the world around them.

Assessment Co-ordinator: A named officer of the local authority who will deal with your child's case and who will talk to you if you have an enquiry or concern.

Child and Adolescent Mental Health Services (CAMHS): These services assess and treat children and young people with emotional, behavioural or mental health difficulties.

Care Plan: A record of the health and/or social care services that are being provided to a child or young person to help them manage a disability or health condition.

Compulsory school age: Broadly speaking, a child from 5-16 years old. A child is of compulsory school age from the beginning of the term following their 5th birthday until the last Friday of June in the year in which they become 16, provided that their 16th birthday falls before the start of the next school year.

Disabled Students Allowance: Financial support for undergraduate or post-graduate students who have a disability or long-term health condition, mental health condition or specific learning difficulty which affects their ability to study. It can be used to pay for things such as special equipment, a note-taker or transport costs.

Disagreement Resolution: This is a statutory service commissioned by local authorities to provide a quick and non-adversarial way of resolving disagreements between parents or young people and bodies responsible for providing education, whether the child or young person has an EHC Plan or not, or health and social care in relation to EHC assessments and Plans.

Early Help Assessment: A social care assessment of a child and his or her family, designed to identify needs at an early stage and enable early interventions to be put in place to support the family.

Early Support Programme: The early support programme co-ordinates health, education and social support for parents and carers of disabled children and young people from birth to adulthood.

Early Years Foundation stage (EYFS): A statutory framework which is mandatory for all early years providers in England. It sets the standards for learning, development and care for children from birth to five.

Early Years Provider: A provider of early years education for children under 5 years of age. This includes state-funded, private, voluntary and independent providers, as well as childminders.

Early Years Settings: All early years providers in the maintained, private, voluntary and independent sector, including childminders.

Educational and Child Psychologist: Gives advice to schools through a consultation process and assesses the special educational needs of children and young people.

Education Funding Agency (EFA): A part of the DfE that manages the funding for learners between the ages of 3 and 25. The EFA allocates funding to Local Authorities for maintained schools and voluntary aided schools. It funds and monitors academies, free schools, University Technical Colleges and studio schools.

EHC assessment: A statutory assessment that can lead to an EHC Plan

EHC Plan: Education, Health and Care Plan: An EHC Plan details the education, health and social care support to be provided to a child or young person who has SEN and/or Disability. It is drawn up by the local authority after an EHC needs assessment of the child or young person has determined that an EHC Plan is necessary.

Elected Members: The elected members of the borough. Some elected members have lead responsibility for a specific area of policy, for example the Lead Member for Children's Services.

First Tier Tribunal (Special Educational Needs and Disability): An independent body which has jurisdiction under section 33 of the Education Act 1996 for determining appeals by parents against the local authority decisions on EHC needs assessments and Plans. The Tribunal's decisions are binding on both parties to the appeal. The Tribunal also hears claims of disability discrimination under the Equality Act 2010.

Free School: A state-funded school in England that is directly funded by the Department of Education. Free schools are self-governing and independent of Local Authority control. Free schools differ from academies in that they have not been converted to Free Schools from Local Authority maintained schools. Parents, teachers, businesses or charities can submit an application to the DfE to set up a Free School.

Further Education college (FE): A college offering continuing education to young people over the compulsory school age of 16. The FE sector in England includes, sixth form colleges, general further education colleges, specialist colleges and adult education institutes.

Graduated Approach: A modal of action and intervention in education settings to help children and young people who have special education needs. The approach recognises that there is a continuum of special educational needs and that increasing

support and, where necessary, increasing specialist expertise should be brought to bear on the difficulties that a child or young person may be experiencing.

Health and Wellbeing Board: A Health and Wellbeing Board acts as a forum where local commissioners across NHS, social care, and public health work together to improve the health and wellbeing of their local population and reduce health inequalities. The boards are intended to increase democratic input into strategic decisions about health wellbeing services, strengthen working relationships between health and social care and encourage integrated commissioning of health and social care services.

Healthwatch England: An independent consumer champion, gathering and representing the views of the public about health and social care services in England.

Healthy Child Programme: The Healthy Child Programme covers pregnancy and the first 5 years of a child's life, focusing on a universal preventative service that provides families with a programme of screening, immunisation, health and development reviews, supplemented by advice around health, wellbeing and parenting.

HI: Hearing impairment

Independent Reviewing Officer (IRO): The appointment of an IRO is a statutory requirement for local authorities and makes an important contribution to the goal of significantly improving outcomes for looked after children. A primary focus is to quality assure the care planning process for each child, and to ensure that his or her current wishes and feelings are given full consideration.

Independent school: A school that is not maintained by a local authority and is registered under the Education Act 1996. Independent schools will be approved by the Secretary of State as being suitable for the admission of children with EHC Plans.

Independent Supporter (IS): An individual who is independent from the local authority and is trained to provide advice and support for families with children with SEND through the statutory assessment and EHC process.

Joint Strategic Needs Assessment (JSNA): Joint strategic needs assessment analyse the health needs of populations to inform and guide commissioning of wellbeing and social care services within the local authority areas. A central role is to act as the overarching evidence base for health and wellbeing boards to decide key local health priorities.

Local Authority: The Council.

Local Offer: Local authorities in England are required to set out in their Local Offer information about provision they expect to be available across education, health and social care for children and young people in their area who have SEN and/or Disabled, including those who have an Education, Health and Care Plan. Local Authorities must consult locally on what provision the Local Offer should contain

Maintained school: Schools in England that are maintained by a local authority.

Mediation: This is a statutory service commissioned by local authorities which is designed to help settle agreements between parents or young people and local authorities over EHC needs assessments and Plans.

Mild Learning Difficulties: A student with mild learning difficulties is usually able to hold a conversation, and communicate most of their needs and wishes.

Moderate Learning Difficulties (MLD): A student with moderate learning difficulties is understood to display significant delay in reaching developmental milestones and may have much greater difficulty than their peers in acquiring basic literacy and numeracy skills. They may also have associated speech and language delay, low levels of concentration and under-developed social, emotional and personal skills.

National curriculum: This sets out clear, full and statutory entitlement to learning for all pupils, determining what should be taught and setting attainment targets for learning. The National curriculum is compulsory in all maintained schools but academies and free schools are able to determine their own curriculum.

NHS Continuing Care: Support provided for children and young people under the age of 18 who need a tailored package of care because of their disability, an accident or illness.

NHS Continuing Healthcare: A package of care that is arranged and funded solely by the NHS for individuals aged 18 and over who are not in hospital but have complex ongoing healthcare needs.

NHS England: An independent body which aims to improve health outcomes for people in England by driving up the quality of care. It oversees the operation of the clinical commissioning groups; allocating resources to clinical commissioning groups, and commissioning primary care and specialist services.

NHS Foundation Trust: NHS Foundation Trusts are not-for-profit corporations that provide NHS hospital, mental health and ambulance services. They are accountable to their local communities through their members and governors, to their commissioners through contracts and to Parliament through their annual reports and accounts. They are inspected by the Care Quality Commission.

NHS Trust: NHS Trusts are public sector bodies that provide community health, mental health and ambulance services on behalf of the NHS in England and Wales. Each trust is headed by a board consisting of executive and non-executive members and is chaired by a non-executive director.

Non-maintained special school: Schools in England approved by the Secretary of State as special schools which are not maintained by the state but charge fees on a non-profit-making basis. Most non-maintained special schools are run by major charities or charitable trusts.

OFSTED: Office for Standards in Education: a government department taking responsibility for the inspection of all schools in England.

Outreach: A service offered by special schools in Halton to support children and young people with additional needs in mainstream settings.

Parent: Under section 576 of the Education Act 1996, the term 'parent' includes any person, who is not a parent of the child, but has parental responsibility or who cares for him or her. (See parental responsibility below)

Parental Responsibility: Parental responsibility is defined under Section 3(1) of the Children Act 1989 as meaning all duties, rights powers, responsibilities and authority which parents have with respect to their children and their children's property. Under section 2 of the Children Act 1989, parental responsibility falls upon:

- All mothers and fathers who were married to each other at the time of the child's birth (including those who have since separated or divorced)
- Mothers who were not married to the fathers at the time of the child's birth, but who have obtained parental responsibility either by agreement with the child's mother or through a court order Under section 12 of the Children Act 1989, where a court makes a residence order in favour of any person who is not the parent or guardian of the child, that person has parental responsibility for the child while the residency order remains in force.

Under section 33 (3) of the Children Act 1989, while a care order is in force with respect to a child, the social services department designated by the order will have parental responsibility for that child, and will have the power (subject to certain provisions) to determine the extent to which a parent or guardian of the child may meet his or her parental responsibility for the child. The social services department cannot have parental responsibility for a child unless that child is a subject of a care order, except for very limited purposes where an emergency protection order is in force under section 44 of the Children Act 1989

SEND Parent Carer Forum: A group of parents and carers of disabled children who work with local authorities, education, health and other providers to make sure the services they Plan and deliver meet the needs of disabled children and families.

Personal Budget: An amount of money identified by the local authority to deliver provision set out in an EHC Plan where the parent or young person is involved in securing that provision. The funds can be held directly by the parent or young person, or may be held and managed on their behalf by the local authority.

Personal Education Plan: An element of a Care Plan maintained by a local authority in respect of a looked after child, which sets out the education needs of the child. In Halton the Personal Education Plan is reviewed termly and, where possible, if there is an EHC Plan in place, review of both Plans should coincide.

Profound and multiple learning disability (PMLD): This diagnosis is used when a child has more than one disability, with the most significant being a learning disability. Many children diagnosed with PMLD will also have a sensory or physical disability, complex health needs, or mental health difficulties.

Portage: Planned, home-based educational support for pre-school children with special educational needs. Local authorities usually provide Portage Services. The Portage service is named after the town of Portage, Wisconsin, USA. There is an active and extensive network of Portage Services in the UK.

Pupil Referral Unit (PRU): A specially organised school which provides education for pupils who would otherwise not receive suitable education because of illness, exclusion or any other reason.

Respite Care (also known as **Short Breaks**): Identified package of support to give parent/carers a break from caring. Short breaks can be overnight care for the child/young person with disabilities, activities or a carer. Families may also be receiving support from the Children with Disabilities Service.

Social Communication Pathway: A multi-agency assessment which includes parents/ carers, professionals from education, health and other agencies involved to determine whether a child or young person has social communication/ASC needs.

Social, Emotional and Mental Health difficulties (SEMH): Children and young people may experience a range of social and emotional difficulties which manifest themselves in many ways. These may include becoming withdrawn or isolated as well as displaying challenging, disruptive or disturbing behaviour.

SEND: Special Educational and/or Disability: A child or young person has SEND if they have a learning difficulty or disability which calls for special educational provision to be made. A child of compulsory school age or a young person has a learning difficulty or disability if he or she has a significantly greater difficulty in than the majority of others of the same age, or has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post 16 institutions.

SENAT: SEND Assessment Co-ordinator Team

Special Educational Needs Co-ordinator (SENCO): The teacher in school or maintained nursery school with responsibility for the planning and monitoring of the special educational provision within the school. Other early years settings are expected to identify an individual to undertake the role, possibly through group arrangements. Childminders are encouraged to do so, possibly sharing the role where they are registered with an agency.

SEND Code of Practice: A government document which provides practical advice to those carrying out their statutory duties to identify, assess and make provision for children's special educational needs.

Halton SENDIASS: Provides information and support to parents/carers whose children have special educational needs and to young people over the age of 16. Renamed from Parent Partnership Service

SEND Provision: The additional or different help/support given to children with special educational needs, designed to help them access learning to improve their outcomes.

SEND Support: School, early years or Post 16 setting based support – replaces School Action and School Action Plus.

Settings: See **Early Years Settings**.

Short Breaks: See **Respite Care**.

SLD: Severe Learning Disabilities

Special School: A school that is organised to make special educational provision for pupils with SEND and available for children with Statements of Educational Needs/EHC Plans.

Speech and Language Therapy: Speech and language therapy is a health care profession, the role and aim of which is to enable children, young people and adults with speech, language and communications difficulties to reach their maximum communication potential.

Transition Plan: A Plan drawn up after the Year 9 Annual Review of a statement/EHC Plan that draws together information from a range of individuals to Plan for the young person's transition to adult life.

VI: Vision Impairment

Virtual School: The Head of the Virtual School is an officer of the local authority that tracks the progress of children looked after by the local authority as if they attended a single school. The appointment of this role is a requirement of the Children and Families Act 2014.

Young person: A person over compulsory school age (the end of the academic year in which they turn 16). From this point the right to make decisions about matters covered by the Children and Families Act 2014 applies to the young person directly, rather than the parent.

Youth Justice Board (YJB): The Youth Justice Board for England and Wales is an executive non-departmental public body. Its board members are appointed by the Secretary of State for Justice. The YJB oversees the youth justice system in England and Wales, works to prevent offending and reoffending by children and young people under the age of 18 and ensures that custody for them is safe, secure and addresses the cause of offending behaviour.

Youth Offending Service (YOS): Youth Offending Service are part of local authorities and are separate from the police and justice system. They work with local agencies including police, probation, health, children's services, schools and local communities. They run crime prevention programmes, help young people at the police station if arrested, help young people and their families at court, supervise young people serving a community sentence and stay in touch with the young person if they receive a custodial order.