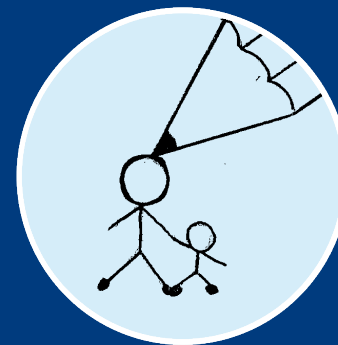


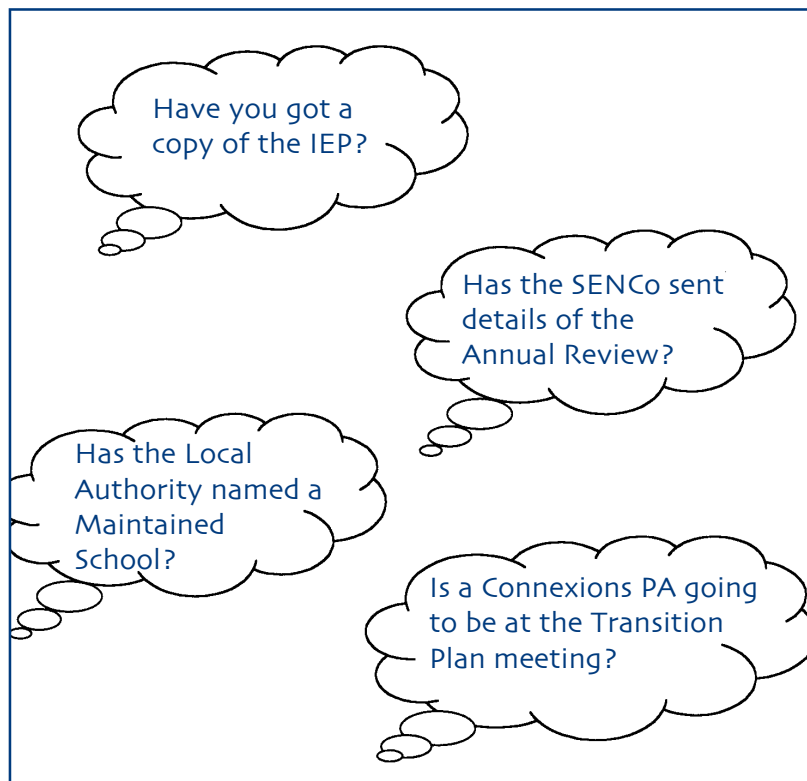
Parent Partnership Service

Understanding the jargon



Putting **you** in the picture

This booklet will help you understand some of the special terms, abbreviations and 'jargon' that education staff and other professionals often use.



Children from Westfield Middle School, Bedford drew the illustrations in this series of leaflets.

An Advice

A written report on a pupil's special educational needs.

Annual Review

The review of a Statement of Special Educational Needs which the Local Authority must make at least every 12 months from when the Statement was made final.

AT

(Advisory Teacher).

These are usually teachers who know about specific difficulties that may affect a child's learning or education. They can advise parents and schools about how to support a child.

Classroom Assistant (CA)

See under "Learning Support Assistant".

Carer

For the purpose of the Special Educational Needs Code of Practice, a carer is a person named by a Local Authority to care for a child for whom the social services department has responsibility.

Code of Practice

A guide for Local Authorities and schools that says what support they should give to children with special educational needs.

Connexions Service

This service provides a single point of contact for all 13–19 year olds to help them prepare for the transition from school to work and adult life.

Connexions Personal Advisors (PAs)

Personal Advisors who work for the

Connexions Service and give advice and guidance to young people.

DfES

The Department for Education and Skills – the government department responsible for education and skills.

Disagreement Arrangements

All Local Authorities must provide arrangements to help prevent or resolve disagreements between themselves or the school and parents whose children have special educational needs.

What???

Disagreement arrangements must include an independent element (someone brought in who is not connected with either side). Disagreement arrangements aim to bring together the different parties in an informal way to help resolve the disagreement through discussion.

Draft Statement (usually called the Proposed Statement)

The initial statement that the Local Authority sends to parents.

Early Education Settings

Providers of early education, for example, nurseries, pre-schools and childminders.

Early Years Action

This is when staff in an early years setting identify that a child has special educational needs and they plan activities that are extra, or different from, those that are part of the school's usual curriculum. They will usually write an IEP (Individual Education Plan).

Early Years Action Plus

This is when staff in the early years setting receive advice or support from outside specialists.

Education Otherwise (In Bedfordshire this is known as "elective home education")

When parents decide to provide education for a child other than at school.

Educational Psychologist (EP)

Someone who is a qualified teacher and has also had training in

psychology to understand more about the ways children learn, think and behave. They help to find out why some children are having more difficulties in school than others.

Education Welfare Officer (EWO)

Education Welfare Officers work for the Education Welfare Service (see below).

Education Welfare Service (EWS)

There are laws to protect children that say when they must go to school, what work

Who???

they can do and what hours they can work. The Education Welfare Service explains these laws to parents, pupils, and employers and takes action when people do not follow these laws. Each school has a named Education Welfare Officer who is there to support parents and pupils when there are problems attending or accessing education

FE College

College of Further Education

Final Statement

The statement that is sent after the Proposed Statement.

Foundation Stage

The first stage of education, for children between ages 3 and 5. It prepares children for learning in year 1, when programmes of study for Key Stage 1 are taught.

Independent Parental Supporter (IPS)

An independent volunteer, supported and trained by the Parent Partnership Service, who can offer information and support to the parent of a child with special needs.

Local Authority

The local council responsible for educational and social services for children in a particular area. In most of Bedfordshire, the Local Authority is the County Council. However, in Luton and in Milton Keynes where there is only one tier of local government, the Local Authority is the Borough Council.

Learning Support Assistant (LSA)

– sometimes called a **Classroom Assistant (CA)** or a **Teaching Assistant (TA)**.

An assistant giving in-school support for pupils with special educational needs and/or disabilities. LSAs, CAs and TAs are not normally qualified teachers but may have had special training for their work.

Mainstream School

An ordinary school that most children attend which is usually local to where they live.

Maintained School

A school that the County Council funds.

MLD

Moderate Learning Difficulties.

Named Officer

The officer from the Local Authority who will deal with your child's case and who will talk with you if you have any questions or concerns.

Note in Lieu

This document describes your child's special educational needs and recommends what help your child should receive. It does not have funding attached.

OFSTED

Office for Standards in Education – a team of inspectors who visit schools regularly and report on how good the education is and how well they are run.

OT (Occupational Therapist) – someone trained to assess how to help people gain or keep their independence in everyday living skills.

Paediatrician

A consultant doctor who specialises in children's

health and can refer your child to other specialists.

Parent Partnership Service

A free, confidential and impartial support service for parents and carers of children with special educational needs.

PSP – Pastoral Support Plan

This is a plan that a school should set up when a pupil is at risk of being permanently excluded from the school. It is a plan of action to support the pupil and enable her or him to remain in school.

Proposed Statement

(Sometimes called the Draft Statement) – the initial statement that the Local Authority sends to parents for comments.

School Action

When a teacher identifies that a child has special educational needs and plans activities that are extra, or different from, those that are part of the school's usual curriculum. The school will usually write an IEP (Individual Education Plan).

School Action Plus

When outside specialists provide the Special Educational Needs

Co-ordinator and teachers with advice or support.

SEN

Special Educational Needs.

SENCo

Special Educational Needs Co-ordinator

SEN Governor

Governor of a school who is responsible for special needs provision.

SEN Register

Record of pupils that a school has identified as having special educational needs.

SENDIST

Special Educational Needs Tribunal – an independent body that hears appeals against decisions that the Local Authority makes.

SLD

Severe Learning Difficulties

SPLD

Specific Learning Difficulties

Social Worker

A person employed by the Local Authority who works with children and their families by assessing and

planning how to meet their needs.

Statement of Special Educational Needs

A document produced by the Assessment and Monitoring Team of the Local Authority for children with significant learning difficulties. It sets out a child's special educational needs, and what will be provided to meet these needs.

Statutory Assessment

A very detailed examination of a child's special educational needs

co-ordinated by the Local Authority.

Transition Plan

The school will draw up a Transition Plan at the first Annual Review after your child's 14th birthday. This plan should draw together information from a range of people in and outside school, to plan for the young person's transition to adult life.

