

Aspire Academy

# Parent/Carer Information: SEND

September 2022



## Guidance for Parents/Carers

### *A note from the Academy SENCo, Mrs Brodie...*

Firstly, thank you for taking your time to read this information leaflet. We hope that parents/carers of current and prospective pupils find the following information helpful and we encourage all interested parties to contact the academy for more information.

Further details about the SEND provision at Aspire Academy can be found in the Academy's SEND Information Report however, the purpose of this document is to provide parents/carers with a general oversight of the needs assessment pathway for children and young people living in Hull, whom may have a special educational need and/or disability.

## Aspire Academy

# Education, Health and Care Needs Assessment Request

## Introduction

This leaflet has been designed for parents and carers of children and young people with Special Educational Needs and/or Disabilities (SEND) living in Hull, to explain the Education, Health and Care needs assessment pathway.



All formal requests for a needs assessment are made to Hull Local Authority, however, you will be supported throughout the process of an application by the Academy SENCo, Mrs. K Brodie.

**SENCo:** Mrs K Brodie (Tel: 01482 318 789) email: [k.brodie@asp.hslt.academy](mailto:k.brodie@asp.hslt.academy)

**Deputy SENCo:** Mrs E Davidson (Tel: 01482 318789) email: [e.davidson@asp.hslt.academy](mailto:e.davidson@asp.hslt.academy)

**SEN Admin:** Miss R Shipp (Tel: 01482 318789) email: [b.shipp@asp.hslt.academy](mailto:b.shipp@asp.hslt.academy)

## What does the term, 'Special Educational Needs' mean?

The law says that a child or young person has Special Educational Needs if they have:

- A **learning difficulty** (significantly greater difficulty in learning than the majority of others of the same age).
- Or **disability** (which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream education including further education or work based training programmes).

**Which calls for special educational provision** (educational or training provision that is additional to, or different from, that made generally for others of the same age in a mainstream early years setting, nursery, school or post-16 institution) **to be made for your child.**

## [Children and Families Act sections 20 & 21]

The majority of children who have special educational needs (including learning difficulties, medical conditions and/or disabilities) can be educated successfully within the academy or their local mainstream school without the need for an Education, Health and Care needs assessment or plan.

## What is a statutory Education, Health and Care needs assessment?



An Education, Health and Care (EHC) needs assessment is a very detailed process where information is collected from a range of education, health and social care professionals who may be supporting your child to enable the Local Authority (LA) to find out exactly what your child's special education, health and care needs are and consider all of the special help that your child may need in order for your child to achieve their aspirations.

If your child is in receipt of additional interventions, or you have raised concerns about your child's progress in school, this information will be recorded as part of the Assess, Plan, Do, Review cycle whereby the progress of your child in school will be monitored and adaptations may be made to your child's provision to ensure that your child is able to achieve.

Section 9.3 of the SEND code of practice: 0 to 25 years explains that,

***"...The EHC needs assessment should not normally be the first step in the process, rather it should follow on from planning already undertaken with parents and young people in conjunction with an early years provider, school, post-16 institution or other provider..."***

Throughout this process you will be supported by the academy SENCo who will ensure that as a parent/carers, your views are central to any application made.

It is important to note that an EHC needs assessment will not always lead to the allocation of a final EHC plan.

## What are the different categories of Special Educational Needs?

Aspire Academy currently supports a number of children who have a range of special educational needs (SEN). Some pupils have a formal diagnosis of a specific need, others may not. As part of the assessment process-information will be collated from both parents/carers and a range of professionals to fully assess your child's needs and how your child's needs can be met.

The SEN Code of Practice (2014) describes the four broad areas of SEN to be:

1. **Communication and Interaction**, including speech, language and communication needs (SLCN) and Autism Spectrum Disorder (ASD).
2. **Cognition and Learning**, including moderate learning difficulties (MLD), severe learning difficulties (SLD), profound and multiple learning difficulties (PMLD), Specific Learning difficulties (SpLD), including Dyslexia.
3. **Social, emotional and mental health (SEMH)**, including attention deficit disorder (ADD), attention deficit hyperactivity disorder (ADHD), as well as other issues that are rooted in mental health.
4. **Sensory and/or physical needs**, including a range of physical difficulties (PD) as well as hearing impairment (HI), visual impairment (VI) and multi-sensory impairment (MSI).

It is possible that your child's needs may fall into one or more of the above broad areas of need; all areas of need will be considered as part of the assessment process.

For further information about how your child's needs may be identified in school, please refer to the Academy's SEN Policy and Information report which is accessible via the Academy website.

## When may an Education, Health and Care needs assessment be carried out?

Most children and young people's special educational needs will be met by the help provided by the school (using the school SEN budget) and support from the wider community. However, for children with severe, complex and long term needs and when the school has exhausted all resources available to them, an EHC needs assessment may then be required in order to identify and provide full, longer term co-ordinated support.

As part of the process, all early years settings, schools and colleges are expected to undertake a cycle of planning, teaching, assessments and evaluation that takes account of a wide range of abilities, aptitudes and interests of your child.

Section 9.3 of the SEND code of practice: 0 - 25 years explains that,

***‘A local authority must conduct an assessment of education, health and care needs when it considers that it may be necessary for special educational provision to be made for the child or young person in accordance with the EHC Plan...’***



If you feel that your child may benefit from further assessment, or you are concerned about the progress that your child is making in school, please do not hesitate in contacting the Academy SENCo, or speaking to your child’s tutor in the first instance.

Further information about access to resources in the wider community are also available via The Local Offer (<https://hull.mylocaloffer.org>), a website which sets out what services are available to children, young people and families in Hull which may be able to provide additional support.

## Who may benefit from an Education, Health and Care needs assessment?

An Education, Health and Care needs assessment may be required for children and young people with SEND aged 0 to 25 years who:

- Have severe and/or complex long term needs which affect everyday life
- Require provision and resources which are above those normally available
- Require intensive and longer term help and support
- Is making limited or no progress despite high levels of support and purposeful interventions.

Decisions are made on the basis of the information and evidence provided, taking into consideration your child’s individual circumstances and needs.

## Who can request an Education, Health and Care needs assessment?

The law gives the specific right to:

- The parent of a child or young person under the age of 16 (or an advocate on their behalf);
- A young person aged between 16 and 25 (or an advocate on their behalf); or
- A person acting on behalf of an education setting: school; early years setting or post-16 institution (where possible, this should be with the knowledge and agreement of the child's parent or young person).
- Children and young people under 19 (between the ages of 10-18) in youth custodial establishments also have the right to request an assessment for an EHC plan.

In addition, anyone else (e.g. foster carer, health and social care practitioner, school staff), can bring a child or young person who has (or may have) SEND to the attention of the local authority, particularly where they have specific concerns and think that an EHC needs assessment may be necessary.

**Again, where possible, this should be done with the knowledge and agreement of the child's parent or the young person.**

## How is a request for an Education, Health and Care needs assessment made?

Parents/carers wishing to make a formal request to assess, are encouraged to do so with the support of the Academy SENCo.

Request for Statutory Assessment (RSA) forms are available to download, complete and return at [www.hull.gov.uk](http://www.hull.gov.uk).

### **RSAs should be sent to the SEND Team at the Local Authority:**

0-25 Integrated SEND Team,  
Brunswick House,  
Strand Close,  
Beverley Road,  
Kingston-upon-Hull,  
HU2 9DB

If you have any questions please call the Local Authority SEND Team on: 01482 616007 or alternatively, speak to the Academy SENCo.

**If the person making the request is not the parent/carer or young person, formal consent must be obtained before sharing the information.**

## What happens after the LA receives a request for an EHC needs assessment?

Regardless of who makes the request both:

- Educational providers (pre-school, school, college etc.); and
- parents/carers/young people,

Will be required to submit their views and evidence in advance of that information being presented to the SEND Panel and a decision being made.

The SEND Panel is a consultative moderation group. In the majority of cases, this Panel used to give considered recommendations to the LA officer responsible for making the final decision.

The SEND panel meets fortnightly (term time only). It is chaired by the SEN LA officer responsible for making the decisions and consists of representatives from Educational Psychology, Advisory Teaching, SENCo's, SENDIASS, and Health and Social Care.

It is important to recognise that although a formal needs assessment may be made, requests for a needs assessment may not always be successful. The decision to assess your child's needs assessment will be considered by the local moderating panel who will form a judgement based upon the information provided to the Local Authority.

**The Local Authority must make a decision and communicate that decision to the child's parent/carer and/or young person and the educational provider within 6 weeks of receiving the request.**

## If an Education, Health and Care needs assessment is agreed for my child what will happen?

If the Local Authority decides to undertake an EHC needs assessment, the Local Authority will allocate an SEND Casework Officer. This will be the person who keeps you updated on your child's assessment. They will meet with you, listen and collate any additional information that you may have about your child. Your case worker will also be responsible for collecting information from education, health and care professionals involved with your child/young person.

When all of the information has been gathered, those involved in the assessment stage, along with yourself, will propose the support needed for your child/young person to achieve their required aspirations and outcomes.

If the support required can be put in place without the need for an EHC plan, a plan will not be issued. However, if it is agreed that an EHC plan will need to be issued, all of this will be recorded in your child's Education, Health and Care plan.

## Who is involved in the process?

Yours and your child's views will be at the very centre of the assessment and any issues or concerns that you may have will be listened to every step of the way. Your views will be formally recorded as part of the Needs assessment request, questions may include:

- What do you hope to achieve as part of the request for assessment?
- What difference would an EHCP make to your child?
- Which agencies would you like to be consulted, as part of the process?
- Why is the request for a needs assessment being submitted now?
- Any additional information which you feel may be relevant about your child.

Throughout the process, your allocated SEN Casework Officer is responsible for overseeing the Education, Health and Care needs assessment and will be your first point of contact. In addition, ongoing support and communication will be received from the Academy SENCo.

## What is an Education, Health and Care plan?

An EHC plan is a legal document that:

- Records the information collected during the assessment;
- Identifies and describes all of your child's special educational needs and relevant health and social care needs; and
- Specifies all the special help your child will get to meet their needs and aspirations to meet clearly identified outcomes, including who will provide the support and when the support will happen.

## What are the benefits to my child being in receipt of an Education, Health and Care plan (EHCP)?



- An EHCP gives your **child the individual support that they need to meet their SEN needs**, going beyond what the school can offer and providing additional resources to improve the quality of your child's learning experience.
- An EHCP may provide access to a more specialist educational setting (in consultation with the Local Authority).
- It provides the formal recognition and understanding of your child's needs which will be shared with anyone that is supporting your child.
- Through regular monitoring and reviews, your child will be supported to make the best possible outcomes.
- Your child may be supported through to young adulthood (up to the age of 25 years) to support your child in developing independence (subject to the annual review process).

## How are Education, Health and Care plans reviewed?

An EHC plan must be reviewed formally at least once a year, though at Aspire, we aim to meet with parents/carers on a termly basis. Your child's formal review is called an Annual Review.

You will be invited to an Annual Review meeting at school so that you are fully involved in talking about your child's progress and the arrangements which are being made. All of the services and professionals involved in your child's development will also be invited to these review meetings. At the meeting, your child/young person's progress will be discussed and recommendations can be made to the LA about possible changes to the EHC plan if necessary.

If there are serious concerns raised at any other time, an interim review should be called as soon as possible.

The Academy SENCo will make regular contact with you throughout the school year to ensure that your child's needs are continually monitored and your child's plan is formally reviewed.

## Personal Budgets

Whenever an EHC plan is written or revised you will have the right to request a Personal Budget. A Personal Budget sets out costs required to meet your child's needs as specified within their EHC plan.

There could be opportunities for you to have more choice and control over what support services your child/young person receives through Personal Budgets. Your SEN Casework Officer will be able to talk to you about this and explain more.

| Useful Services                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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|    | <p><b>The Local Offer</b><br/>                     Information about services for children and young people with a Special Education Need (SEN) or disability and their families.</p> <p><a href="https://hull.mylocaloffer.org">https://hull.mylocaloffer.org</a></p>                                                                                                                                                                                                                         |
|    | <p><b>KIDS</b><br/>                     Hull Special Educational Needs and Disabilities Information Advice and Support Service or SENDIASS is a free, confidential and impartial service for parents and carers, children and young people (up to 25 years)</p> <p>Email: <a href="mailto:enquiries.yorkshire@kids.org.uk">enquiries.yorkshire@kids.org.uk</a><br/>                     Website: <a href="https://www.kids.org.uk/hull-sendiass">https://www.kids.org.uk/hull-sendiass</a></p> |
|  | <p><b>Hull CAMHs</b><br/>                     Hull CAMHs is an NHS based service covering the areas of Hull and East Riding. The service provides help and support for children and young people experiencing mental health difficulties.</p> <p>Website: <a href="https://camhs.humber.nhs.uk/">https://camhs.humber.nhs.uk/</a><br/>                     Tel: 01482 303688</p>                                                                                                               |
|  | <p><b>Aspire Academy</b> Kay Brodie (SENCo) Tel: 01482 318789<br/>                     Email: <a href="mailto:k.brodie@asp.hslt.academy">k.brodie@asp.hslt.academy</a><br/>                     Website: <a href="https://asp.hslt.academy/">https://asp.hslt.academy/</a></p>                                                                                                                                                                                                                 |