Before your meeting...describe the concern that you would like to discuss with your child's teacher and try to be specific regarding your child's needs. Meet your child's class teacher or SENCO, discuss your potential SEND concerns and be prepared to work with the school. If outside agencies is needed, we need you to give consent.

SEND Support Process at St. Jude's

We know that it can be a very difficult navigating the SEND system, especially if you are unfamiliar with it. Please seek advice from a member of staff at school. Remember, not all children with a SEND need would be considered for an EHCP. If you disagree with the process for your child, you can ask SENDIASS to be involved.

An EHCP might be considered if all relevant actions have been taken to support a child and they have not made the expected progress identified in their individual plans. At this point an Educational Health Care Needs Assessment is requested. Evidence is then assessed externally and a decision made about whether an EHCP assessment is required. A parent or school can request an EHCP assessment. Remember, when a request for EHCP assessment is made, it is approved or declined **externally.**

Parents are advised when outside agencies are coming in to work with or observe a child. Parents may be invited to meet with outside professionals so that a detailed picture of a child's needs can be gained.

When reports from outside agencies are provided to school, you will receive a copy unless otherwise directed by the outside agency. You will be asked to sign to acknowledge receipt of any reports.

If necessary, SENCO and parent will meet and agree on a plan, assess, do, review cycle and decide if any external agencies are needed to support. At meetings, pupils may be given a One Page Profile, an Individual Education Plan or an Individual Behaviour Plan.

At an arranged review meeting, parents, SENCO and teachers will meet to discuss if interventions are working and targets achieved. New targets can be made as part of the plan, assess, do review cycle. It may be discussed in these meetings, if outside support and observation is needed and if an SSPP or EHCP should be applied for.

You may need support in many ways during a SEN process, especially with paper-work, and school staff are always

happy to help.

There may come a point where it agreed that a pupil has made significant progress and that no further support is needed. However, you can always ask for SEND support again in the future if it is needed.

