



Bath and North East Somerset

SEND Reform ‘Jargon Buster’

The Children and Families Act 2014 includes some of the biggest changes to Special Educational Needs and Disability (SEND) provision in thirty years. We have therefore put together a list of some of the most important phrases you are likely to come across once the reforms have been implemented from September 2014.

Phrase	Meaning
Academy	A state-funded school in England that is directly funded by the Department for Education, through the Education Funding Agency. Academies are self-governing and independent of local authority control.
Access to Work	An Access to Work grant from the Department for Work and Pensions helps to pay for practical support for young people and adults who have a disability, health or mental health condition so they can start work, stay in work or start their own business. It can pay for things like special equipment, fares to work if public transport is not practical, a support worker or coach in the workplace or a communicator at a job interview.
Annual Review	A yearly review of an Education Health and Care (EHC) plan to update a child’s progress as necessary and to review/update the agreed outcomes for the child
Armed Forces Covenant	The armed forces covenant sets out the relationship between the nation, the government and the armed forces. It recognises that the whole nation has a moral obligation to members of the armed forces and their families and it establishes how they should expect to be treated. The Covenant states that the children of service personnel should have the same standard of, and access to, education (including early years services) as any other UK citizen in the area in which they live.
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. The Plan will be agreed with the child’s parent or the young person and may be contained within a patient’s medical record or maintained as a separate document. Care Plans are also maintained by local authorities for looked after children – in this instance the Care Plan will contain a Personal Education Plan in addition to the health and social care elements.
Child and Adolescent Mental Health Services (CAMHS)	These services assess and treat children and young people with emotional, behavioural or mental health difficulties. They range from basic pastoral care, such as identifying mental health

	problems, to specialist 'Tier 4' CAMHS, which provide in-patient care for those who are severely mentally ill.
Children and Young People's Secure Estate	This comprises three types of establishment – secure children's homes, secure training centres and young offender institutions.
Common Assessment Framework (CAF)	The CAF is a way of identifying needs at the earliest stage for children and young people. It involves listening to children/young people (and their parents/carers) to find out what their needs may be. It can help to identify any extra help that might be needed.
Comprehensive Health Assessment Tool (CHAT)	An assessment tool for young people in the youth justice system. It ensures that young people in the secure estate and in the community receive a comprehensive assessment of their 279 physical and mental health, substance misuse and neuro-disability needs on entry to the system.
Compulsory School Age	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.
Disability	Under the Equality Act 2010, a disability is a physical or mental impairment that has a substantial (more than minor or trivial) and long term effect (longer than 12 months) on the ability to carry out normal day to day activities.
Disabled Students Allowance (DSA)	An allowance for undergraduate or post-graduate students who have a disability or long-term health condition, mental health condition or specific learning difficulty such as dyslexia or dyspraxia 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. Disagreement resolution services can also be used in cases of disagreement between local authorities and health commissioning bodies during EHC needs assessments, the drawing up of EHC plans or the reviewing of those 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 suitable interventions to be put in place to support the family.
Early Support Programme	The Early Support Programme co-ordinates health, education and social care support for the parents and carers of disabled children and young people from birth to adulthood. A key worker is assigned to

	families that join the Programme.
Early Years Foundation Stage (EYFS)	The foundation stage begins when children reach the age of three. Many children attend an early education setting soon after their third birthday. The foundation stage continues until the end of the reception year and is consistent with the National Curriculum. It prepares children for learning in Year 1, when programmes of study for Key Stage 1 are taught.
Early Years Provider	A provider of early education places for children under five years of age. This can include state-funded and private nurseries as well as child minders.
Education Funding Agency (EFA)	An arm of the Department for Education that manages the funding for learners between the ages of 3 and 19 years and for those with SEN or disabilities between the ages of 3 and 25. The EFA allocates funding to 152 local authorities for maintained schools and voluntary aided schools. It is also responsible for funding and monitoring academies, University 280 Technical Colleges, studio schools and free schools, as well as building maintenance programmes for schools and sixth-form colleges.
Education, Health & Care (EHC) Needs Assessment	The assessment process for determining whether a child or young person is entitled to an EHC
Education, Health and Care (EHC) plan	EHC plans will replace statements of Special Educational Needs (SEN). EHC plans will be joined-up, holistic, outcome focused and, where necessary, stay with a child or young person through to 25 years of age.
Elected Members	The elected members of a county council or unitary local authority (as opposed to the salaried officials of the council or local authority). Some elected members have a lead responsibility for specific areas 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 333 of the Education Act 1996 for determining appeals by parents against local authority decisions on EHC needs assessments and EHC plans. The Tribunal's decision is binding on both parties to the appeal. The Tribunal also hears claims of disability discrimination under the Equality Act 2010.
Free School	A free school is a type of academy, which is free to attend, but is not controlled by the local authority. Free schools receive state funding via the Education Funding Agency. Parents, teachers, businesses or charities can submit an application to the Department for Education to set up a free school.
Further Education (FE) College	A college offering continuing education to young people over the compulsory school age of 16. The FE sector in England includes general further

	education colleges, sixth form colleges, specialist colleges and adult education institutes.
Graduated Approach	A model of action and intervention in early education settings, schools and colleges to help children and young people who have special educational needs. The approach recognises that there is a continuum of special educational needs and that, 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 the 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 and wellbeing services, strengthen working relationships between health and social care and encourage integrated commissioning of health and social care services.
Healthwatch England	Healthwatch England is an independent consumer champion, gathering and representing the views of the public about health and social care services in England. It operates both at a national and local level and ensures the views of the public and people who use services are taken into account. Healthwatch England works as part of the Care Quality Commission.
Healthy Child Programme	The Healthy Child Programme covers pregnancy and the first five 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.
Independent Reviewing Officer	The appointment of an IRO is a statutory requirement for local authorities under the Adoption and Children Act 2002. IROs make an important contribution to the goal of significantly improving outcomes for looked after children. Their 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 section 464 of the Education Act 1996. Section 347 of the Act sets out the conditions under which an independent school may be approved by the Secretary of State as being suitable for the admission of children with EHC plans.
Independent Support	Families can request help from an Independent Supporter. Independent Supporters will be used specifically to support children, young people and parents/carers through the introduction of the new

	assessment process and the development of EHC plans.
Information, Advice and Support Services	Information, Advice and Support Services provide advice and information to children with SEN or disabilities, their parents, and young people with SEN or disabilities. They provide neutral and factual support on the special educational needs system to help the children, their parents and young people to play an active and informed role in their education and care. Although funded by local authorities, Information, Advice and Support Services are run either at arm's length from the local authority or by a voluntary organisation to ensure children, their parents and young people have confidence in them.
Joint Commissioning	The joint planning and buying of education, health and social care services. Joint commissioning arrangements must cover the services for 0-25 year old children and young people with SEN or disabilities, both with and without EHC plans.
Joint Strategic Needs Assessment (JSNA)	Joint strategic needs assessments (JSNAs) analyse the health needs of populations to inform and guide commissioning of health, wellbeing and social care services within local authority areas. The JSNA's central role is to act as the overarching primary evidence base for health and wellbeing boards to decide on key local health priorities.
Local Offer	The provision, services and support Bath and North East Somerset Council expects to be available across the authority for children, young people and their families with SEND. Rainbow Resource at www.rainbowresource.org.uk is this LAs Local Offer of services and organisations
Learning Difficulty Assessment (LDA)	An LDA is similar to a Statement of SEN, setting out what additional learning support a young person will need when continuing their education post 16.
Maintained School	For the purposes of this Code, schools in England that are maintained by a local authority – any community, foundation or voluntary school, community special or foundation special school.
Mediation	This is a statutory service commissioned by local authorities which is designed to help settle disagreements between parents or young people and local authorities over EHC needs assessments and plans and which parents and young people can use before deciding whether to appeal to the First-Tier Tribunal about decisions on assessment or the special educational element of a plan. Mediation can cover any one or all three elements of an EHC plan and must be offered to the parent or young person when the final plan is issued, but they are not able to appeal to the Tribunal about the health and social care aspects of the plan.

National Curriculum	This sets out a clear, full and statutory entitlement to learning for all pupils, determining what should be taught and setting attainment targets for learning. It also determines how performance will be assessed and reported.
National Offender Management Service (NOMS)	NOMS is an executive agency of the Ministry of Justice. It is responsible for the running of prison and probation services, rehabilitation services for prisoners leaving prison, ensuring support is available to stop people re-offending, contract managing private sector prisons and services such as the Prisoner Escort Service and electronic tagging, and contract managing 35 Probation Trusts.
NHS Continuing Care	NHS Continuing Care is support provided for children and young people under 18 who need a tailored package of care because of their disability, an accident or illness.
NHS Continuing Healthcare	NHS Continuing Healthcare is the name given to 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. It can be provided in any setting, for example in the home or in a residential care home.
NHS England	NHS England is an independent body, at arm's length to the government and held to account through the NHS Mandate. Its main role is to improve health outcomes for people in England by providing national leadership for improving outcomes and driving up the quality of care; overseeing the 283 operation of 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. NHS foundation trusts are not directed by the Government, but are accountable to their local communities through their members and governors, to their commissioners through contracts and to Parliament through their annual report and accounts. Foundation trusts are registered with and inspected by the Care Quality Commission.
NHS Mandate	The NHS Mandate is issued by the government to NHS England. It sets out the government's ambition for the National Health Service and provides direction to NHS England. The mandate will be reviewed annually.
NHS Trust	NHS trusts are public sector bodies that provide community health, hospital, 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

	directors, and is chaired by a non-executive director.
Non-maintained Special School	Schools in England approved by the Secretary of State under section 342 of the Education Act 1996 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 non-Ministerial government department established under the Education (Schools) Act 1992 to take responsibility for the inspection of all schools in England. Her Majesty's Inspectors (HMI) form its professional arm.
One Page Profile	The one page profile records what people appreciate about a child or young person, what is important to them and what supporters need to know or do to enable them to live the life that he or she wants.
SEND Partnership Service (PPS)	The SEND Partnership Service (PPS) provides parents and carers of children and young people with additional needs, aged 0 – 25 years, with confidential and impartial information, advice and support.
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 (see below) or who cares for him or her.
Parental Responsibility	<p>Parental responsibility is defined under Section 3 (1) of the Children Act 1989 as meaning all the 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:</p> <ul style="list-style-type: none"> • 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 father at the time of the child's birth, and • fathers who were not married to the mother 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 <p>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 residence 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</p>

	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 the 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.
Personal Budget	Young people and parents of children who have EHC plan have the right to request a Personal Budget. Personal Budgets may give parents and young people the opportunity to take greater control and tailor their package of support.
Person Centred Approaches	A way of working that puts children, young people and families at the centre of the discussion, advocating that everyone has the right to choice and control in directing their lives and support. This involves using a range of skills and tools that help to focus on the person, their gifts and skills, what's important to them and the best way to support them. This involves actively listening to plans for the future.
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. If a looked after child has an EHC plan, the regular reviews of the EHC plan should, where possible, coincide with reviews of the Personal Education Plan.
Pupil Referral Unit (PRU)	Any school established and maintained by a local authority under section 19 (2) of the Education Act 1996 which is specially organised to provide education for pupils who would otherwise not receive suitable education because of illness, exclusion or any other reason.
Service Children's Education (SCE)	SCE oversees the education of UK Service children abroad. It is funded by the Ministry of Defence and operates its own schools as well as providing advice to parents on UK and overseas schools.
Special Educational Needs	A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.
Special Educational Needs Coordinator (SENCO)	A qualified teacher in a school or maintained nursery school who has responsibility for co-ordinating SEN provision. In a small school, the headteacher or deputy may take on this role. In larger schools there may be a team of SENCOs. Other early years settings in group provision arrangements are expected to identify an individual to perform the role of SENCO and childminders are encouraged to do so, possibly sharing the role between them where they are registered with an agency.
Special Educational Needs &	In Bath and North East Somerset information,

Disability Information Advice and Support Service	advice and support is provided by a number of services and voluntary organisations. To find out who can help you contact SEND Partnership Service for more information, telephone 01225 394382, or email send_partnershipservice@bathnes.gov.uk
SEND Practitioner	The SEND Practitioner will be responsible for leading a statutory assessment and co-ordinating planning and writing a child or young person's EHC plan.
Special Educational Needs Provision	Special educational provision is provision that is different from or additional to that normally available to pupils or students of the same age, which is designed to help children and young people with SEN or disabilities to access the National Curriculum at school or to study at college.
SEND Support Plan	A non-statutory plan for those children who have special educational needs or disability but do not meet the threshold for a statutory assessment/EHC plan.
Special School	A school which is specifically organised to make special educational provision for pupils with SEN. Special schools maintained by the local authority comprise community special schools and foundation special schools, and non-maintained (independent) special schools that are approved by the Secretary of State under Section 342 of the Education Act 1996.
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 communication difficulties (and associated difficulties with eating and swallowing) to reach their maximum communication potential and achieve independence in all aspects of life.
Statutory	Legal obligation to provide a service or support i.e. issued EHC plans are statutory.
Team around the Child (TAC)/Team around the family (TAF)	A Team Around the Child/Family is a meeting which involves a network of practitioners who work together to agree a plan and the delivery of support to meet a child or young person's assessed needs. This will also address the family's needs where these impact on the child or young person. TAC and TAF's directly involve the family or young person.
Transfer Review	A review which will convert a current statement of SEN or LDA into the new EHC plan
Virtual School Head (VSH)	The Virtual School Head (VSH) is an officer of a local authority who leads a virtual school team that tracks the progress of children looked after by the authority as if they attended a single school. The Children and Families Act 2014 requires every

	local authority to appoint an officer who is an employee of that or another authority to discharge this duty.
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 to their parents.
Youth Justice Board	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 causes of their offending behaviour.
Youth Offending Team (YOT)	Youth offending teams are part of local authorities and are separate from the police and the justice system. They work with local agencies including the police, probation officers, health, children's services, schools and the local community, to run local crime prevention programmes, help young people at the police station if they're arrested, help young people and their families at court, supervise young people serving a community sentence and stay in touch with a young person if they're sentenced to custody.

If you require any further information, advice or support you can contact the SEND Partnership Service during term time on 01225 394382 (Monday – Thursday, 10am – 3pm) or by emailing SEND_partnershipservice@bathnes.gov.uk .