



## How to prepare for the SEND code of practice

The new SEND Code of Practice was finally agreed on 30<sup>th</sup> July 2014 which allows for progression with SEN but also fills teachers and SENCOs with pure panic as the new guidelines need to be followed for 1<sup>st</sup> September.



This post is designed to act as a checklist that you can work your way through and feel prepared rather than overwhelmed.

- Schools contribution to the local offer

Your local authority will produce their local offer and you will need to respond as a school as to how you can respond to that, what you can provide towards it etc. If you are in a family of schools or academy trust, it would be advisable to discuss with them and come up with a similar one so that you can be more consistent as a group of schools. **Your contribution must be advertised on your school website.**

***\*Note: Some LAs expect this point done by 1<sup>st</sup> September 2014 and some are allowing extensions for you to liaise with key stakeholders.***

- SEN policy

Your SEN policy will need updating to reflect the code of practice. You will need input from your key stakeholders e.g. governors, parents. NASEN websites can provide some guidance on what to include and may even provide a template.

***\*Note: Some LAs expect this point done by 1<sup>st</sup> September 2014 and some are allowing extensions for you to liaise with key stakeholders.***

- Transitions

If you have got a child with a statement that will be transitioning from any key stage then it will need to be prioritised for conversion from Statement to EHC Plan. Organising your Annual Reviews for before the October half term at the latest. With parental choices etc approach your LA to begin conversion to EHC plan.

- SEN

It would be ideal to meet with parents of each child on the SEN register to discuss their child and their place on the SEN register currently. SA and SA+ have been removed. With parents, it needs to be discussed as to whether they remain on the SEN register.

There needs to be a record of placement on the SEN register. This can be in the form of an IEP or an Individual Learning Passport. There are some examples on the NASEN website.

- Other things that you should think about

- To get an EHC Plan, the child needs to have weaknesses in 2 of the 3 areas (Education, Health and Social Care). For other children that are costing the school over £6000, you can apply for SEN support funding from your LA.
- Behaviour has been removed as a SEND criteria. Mental Health is an addition and further guidance can be found of the DfE website.