

Making sense of SEND

Ever confused by the long list of
acronyms and unfamiliar words?
Here is a brief dictionary to help you
navigate your way

York's Local Offer website provides information on what is
available in York for children, young people and their families with
special educational needs and/or a disability (SEND).

www.yor-ok.org.uk/localoffer

YorK!



CITY OF

YORK

COUNCIL

AAC

Alternative Augmentative Communication

Various methods of communication that can 'add-on' to speech and are used to get around problems with ordinary speech. AAC includes pictures, gestures and pointing, as well as more complex techniques involving powerful computer technology.

Academy

A state-funded school in England that is directly funded and overseen by the Department for Education through the Education Funding Agency. Academies are self-governing, independent of local authority control and are usually part of an academy trust.

Access to Work Grant

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.

ADD

Attention Deficit Disorder

Children and young people who have problems with maintaining attention, but not with hyperactivity or impulsiveness.

ADHD

Attention Deficit Hyperactivity Disorder

Children and young people who struggle to maintain attention and who may also be hyperactive or impulsive.

Advices

Written reports from parents, teachers and other professionals on a pupil's special educational needs.

Advocacy

A process of supporting and enabling people to:

- express their views and concerns,
- access information and services,
- defend and promote their rights and responsibilities.

Annual Review

The review of an EHC plan, which the local authority must undertake as a minimum every 12 months.

Apprenticeship

An apprenticeship is a job with training. Children and young people will work alongside experienced staff, gain job-specific skills, earn a wage and receive holiday pay.

ASC

Autistic Spectrum Condition

Another term used for autism. See definition of autism.

ASD

Autistic Spectrum Disorder

Another term used for autism. See definition of autism.

‘Assess, Plan, Do and Review’

Part of SEN Support ‘Assess, Plan, Do and Review’ is a four-stage cycle during which actions are revisited, refined and revised with a growing understanding of the child or young person’s needs. It also helps define what supports them in making good progress and securing good outcomes.

Asperger Syndrome

Asperger Syndrome is part of the autism spectrum. Not all health trust will diagnose Asperger Syndrome now, many only diagnose autism, as it includes all on the spectrum. People with Asperger Syndrome are of average or above average intelligence. They do not have the learning disabilities that many autistic people have, but they may have specific learning difficulties and difficulties with understanding and processing language. Many people with Asperger Syndrome also have mental health issues and other conditions, meaning people need different levels and types of support.

Autism

A lifelong developmental disability that affects how a person communicates with, and relates to, other people. It also affects how they make sense of the world around them. It is a spectrum condition, which means that, while all autistic people share certain difficulties, their condition will affect them in different ways. Some autistic people are able to live relatively independent lives but others may have accompanying learning disabilities and need a lifetime of specialist support. People on the autism spectrum may also experience over or under-sensitivity to sounds, touch, tastes, smells, light or colours.

Autism Team

The Autism team is part of the City of York Council’s Specialist Teaching Team, which works with children and young people with a diagnosis of Autism. The team works with children, and young people and their families, staff in nurseries, mainstream schools and further education colleges. Referrals are received from education settings.

Blueberry Academy

Provides specialist support for adults with learning difficulties. The main aims of the Academy are to promote employability and independence. The Blueberry Academy strives to provide a quality service that meets the needs and aspirations of its learners, providers, employers and the local community.

www.blueberryacademy.co.uk

BSL

British Sign Language

A visual means of communicating using gestures, facial expression and body language. Sign Language is used mainly by people who are deaf or who have hearing impairments. BSL is the most commonly used sign language. It is recognised as a minority language by the Government.

C&F Act

Children and Families Act 2014

The Act focuses on vulnerable children and families. It made key changes to SEN and safeguarding, including: introducing EHCPs; increasing the requirement for the local authority and health to involve families and children in decisions; and extending support for those needing it up to the age of 25.

C & I

Communication and Interaction

One of the four broad areas of SEN. This includes all speech, language and communication needs (SLCN), and children with a diagnosis of autism or autistic spectrum disorders, including Asperger's syndrome.

C & L

Cognition and Learning

CAMHS

Child and Adolescent Mental Health Service

A service for children and young people up to the age of 18 who have emotional or behavioural problems or other mental health difficulties.

Lime Trees CAMHS Outpatient Service – most children and young people seen at Lime Trees attend appointments or groups in the outpatient (community team) service.

Mill Lodge CAMHS Inpatient Service – if a child or young person requires more intensive support, then Mill Lodge inpatient team can become involved.

www.yor-ok.org.uk/mental-health

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.

CCC

Children's Continuing Care

Non-statutory guidance to inform assessment and eligibility processes to determine whether a continuing care package will be required when a child or young person has needs arising from disability, accident or illness that cannot be met by existing universal or specialist services alone.

CCG

Clinical Commissioning Group

An NHS organisation which brings together local GPs and health professionals to take on commissioning responsibilities for local health services. A CCG plans and arranges the delivery of the health care provision for people in the area.

CDC

1. Council for Disabled Children

The Council for Disabled Children is the umbrella body for the disabled children's sector which brings together professionals, practitioners and policy-makers.

2. Child Development Centre

The Child Development Centre has a specialist team which works with children with a range of developmental difficulties, and may include support from speech and language therapy, physiotherapy and occupational therapy. They are based at York Hospital.

CDP

Central Deaf Provision

Special provision for deaf pupils some of whom use British Sign Language (BSL).

CHC

Continuing Healthcare

NHS continuing healthcare is a package of care for adults who are assessed as having significant ongoing healthcare needs. It is arranged and funded by the NHS.

Children's Front Door

Call the Front Door if you know of a child who may become vulnerable without additional help and support, if you are worried a child or young person is at risk of, or is being, hurt or abused, or if you want to know about services available to support children and families.

www.yor-ok.org.uk/childrens-front-door

Choose 2 Youth Club

Choose2 Youth is a not for profit Social Enterprise working with Children, young people and adults with disabilities and additional needs in York and North Yorkshire. The Youth Clubs are geared towards young people aged between 11 and 25 years old.

CIN

Child In Need

Children are in need when they require children's services to support and coordinate a plan to meet their needs. This would be written by a children in need worker or social worker.

Citizen's Advice York

A service which offers free, confidential and independent advice for everyone. The service can help with welfare benefits, debt, housing, employment, consumer rights and much more.

www.yor-ok.org.uk/parent-and-carer-support

CLA

Child who is Looked After

A child or young person in the care of the local authority. Alternative acronyms include CYPIC (children and young people in care) and LAC (looked after child).

Code or CoP

Special Educational Needs and Disability Code of Practice 2015

Contains statutory guidance on how local authorities, health and education should work together to meet the need of children and young people with SEND. It describes the duties contained in the Children & Families Act 2014.

Cognition and Learning

One of the four broad areas of SEN. This includes general learning difficulties; moderate, severe, profound or multiple learning difficulties (PMLD); and specific learning difficulties (SpLD).

Citizen's Advice York

A service which offers free, confidential and independent advice for everyone. The service can help with welfare benefits, debt, housing, employment, consumer rights and much more.

www.yor-ok.org.uk/parent-and-carer-support

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.

CP

1. Cerebral Palsy

Physical impairment that affects movement. People with CP may have mobility problems which vary from barely noticeable to severe.

Those with CP may also have sight, hearing, speech, perception and learning difficulties. Between a quarter and a third of children and adolescents with CP, as well as about a tenth of adults, are also affected by epilepsy.

2. Clinical Psychologist

A clinical psychologist deals with a wide range of mental and physical health problems including anxiety, depression, learning difficulties and social communication issues.

3. Children on a Child Protection Plan

A Child Protection Plan should: assess the likelihood of the child suffering harm and look at ways that the child can be protected; decide upon short and long term aims to reduce the likelihood of harm to the child and to protect the child's welfare.

CSBW

Community Short Breaks Worker

A community short breaks worker supports disabled children and young people within their local community, so that they can be involved in leisure and social activities (see Short Breaks (SB)).

CSDPA

Chronically Sick and Disabled Persons Act 1970

This is an Act of Parliament which entitles disabled children and young people to support from children's social care, in particular short breaks.

CSW

Communication Support Worker

CSWs help deaf students access the curriculum by supporting communication which often includes using Sign Supported English or British Sign Language.

CYP

Children and Young People

CYPIC

Children and Young People in Care

A small number of children and young people are not able to live with their birth families full time due to their family's needs or their own needs, and are legally defined to be 'looked after' by the Local Authority. This group of children may live in one of the following alternative arrangements;

- Living with a foster carer
- Living in a residential school or care placement such as a children's home
- Spending some of their time in a short breaks setting and some of their time at home

This group of children are allocated a social worker who reviews their care plan and works to promote their wellbeing and safety.

DCS

Director of Children's Services

Responsible for the delivery of Children's Services throughout the Local Authority. In York this role includes support for special educational needs; children's social care; fostering and adoption; young people's services; early years service; school improvement; school organisation and support; adult education and skills; communities and equalities, leisure and community centres; people and neighbourhoods; and strategy and policy.

DfE

Department for Education

The Department for Education is a department of Her Majesty's Government responsible for child protection, education, apprenticeships and wider skills in England.

DHST

Deaf and Hearing Support Team

The DHST is part of the City of York Council's Specialist Teaching Team. They support families, early years settings, schools and colleges; provide specialist assessments of hearing and language, advice and guidance, and specialist teaching for deaf children with the highest level of need.

Dietetics

Dietitians help children and young people to understand the science about the food we eat and the nutrition it gives us to help us be healthy. They are also involved in the diagnosis and dietary treatment of disease. Dietitians have a wide range of jobs including:

- working with people with special dietary needs
- informing the general public about nutrition
- offering advice about the food we eat
- managing diabetes
- evaluating and improving treatments
- educating patients/clients, other healthcare professionals and community groups promoting good healthy living
- kidney disease
- food allergies
- eating disorders
- diabetes
- weight management advice
- coeliac disease management
- Cystic fibrosis support
- Tube feeding

Contact Number York: 01904 725269

Disagreement Resolution

Informal resolution 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.

DLA

Disability Living Allowance

A benefit paid that helps with the extra costs disabled children face as a result of their disabilities. DLA is not means-tested, and is tax-free. DLA can only be claimed by children under 16. Over 16s must apply for Personal Independence Payment (PIP).

DMO

Designated Medical Officer

The doctor who has special responsibilities for children with special educational needs.

DP

Direct Payments

Direct payments are made directly to families to enable them to purchase services for their child.

DSA

Disabled Students Allowance

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 that affects their ability to study. It can be used to pay for things such as special equipment, a note-taker or transport costs.

EA 1996

Education Act 1996

The Education Act 1996 includes the definition of special educational needs and the duty of the Local Authority to meet the special educational needs of children. The Act required the Secretary of State to issue a Code of Practice on identifying, assessing and making provision for children with SEN. The Code (current version issued in 2015) sets out detailed guidance on all aspects of providing for SEN in mainstream and special schools. All schools, Local Authorities and other providers must take account of the Code when exercising their functions in relation to children with SEN.

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. Also known as a FEHA – Family Early Help Assessment).

EAL

English as an Additional Language

Used to describe people whose first language is not English.

EYFS.

Early Years Foundation Stage

The early years foundation stage (EYFS) sets standards for the learning, development and care of children from birth to 5 years old. All schools and Ofsted-registered early years providers must follow the EYFS ie childminders, preschools, nurseries and school reception classes.

Early Years Provider

A provider of early education places for children under the age of five. This can include state funded as well as private nurseries.

EYIF

Early Years Inclusion Fund

Early Years settings can apply to the Early Years Inclusion Fund to support pre-school children with a high level of Special Educational Needs (SEN) and/or disabilities where they do not have a Statement of SEN.

EFA

Education Funding Agency

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.

EHC Panel

Education, Health & Care Panel

Multi-agency panel that considers new requests for statutory assessment and Special Educational Needs (SEN) funding to support children and young people (CYP) in education.

EHCNA

Education, Health and Care Needs Assessment

An assessment of the education, health care and social care needs of a child or young person conducted by the local authority under the Children and Families Act 2014.

EHC Plan

Education, Health and Care Plan

A plan which details the education, health and social care support that is to be provided to a child or young person who has SEN or a disability. It is drawn up by the local authority after an EHC needs assessment of the child or young person has determined that an EHC plan is necessary, and after consultation with relevant partner agencies.

EHRC

Equality and Human Rights Commission

The Equality and Human Rights Commission (EHRC) monitors human rights, protecting equality across 9 areas including disability.

ELSA

Emotional Literacy Support Assistant

Teaching Assistants in schools can train to be an Emotional Literacy Support Assistant. They support pupils and provide counselling with, for example, their emotions, bereavement, anger management and self-esteem.

EP

Educational Psychologist

An educational psychologist works within local authorities, in partnership with families and other professionals, to help children and young people achieve their full potential. They use their training in psychology and knowledge of child development to assess difficulties children may be having with their learning.

Equality Act 2010

This act brings together legislation to protect individuals from unfair treatment and promotes a fair and more equal society. This includes what was previously the Disability Equalities Act.

ERP

Enhanced Resource Provision

Specialist provision within a mainstream school. In York this includes:

- St Paul's Nursery ERP for pupils with significant and complex special educational needs,
- Haxby Road ERP for communication and interaction,
- Fulford St. Oswald's ERP for dyslexia,
- Fulford Secondary ERP for autism,
- Joseph Rowntree Secondary ERP for autism.

EYFS

The Early Years Foundation Stage

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 in primary school.

FE College

Further Education College

A college which offers continuing education to young people over the compulsory school age of 16. These include general further education colleges, sixth form colleges, specialist colleges and adult education institutes.

FEHA

Family 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.

FIS

Family Information Service

FIS is a free and impartial information service for mums, dads and carers of children and young people aged 0-19 (or up to 25 for disabled children). FIS will send you important information about family life that we hope will help you.

www.yor-ok.org.uk/family-information-service

Free School

Free schools are funded by the Government but are not run by the Local Authority. They are all ability schools and have control over their own curriculum. Free schools are run on a not for profit basis and can be set up by groups such as charities, community and faith groups, businesses and independent schools. There are currently no free schools in York.

GP

General Practitioner

A doctor based in the community who treats patients with minor or chronic illnesses and refers those with serious conditions to a hospital.

Graduated Response

A model of action and intervention to help children and young people who have special educational needs. The approach recognises that there is a continuum of special educational needs and follows the model of 'Plan, Do, Review'. Early years settings, schools and colleges may use My Agreed Outcomes, My Support Plan or an EHCP to plan and review support for a child, depending on their level of need, or another structure adopted by that setting.

Health and Wellbeing Board

The 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.

Health visitors

Health visitors lead and deliver the Healthy Child Service for 0 to 5 year olds, offering support to all families in pregnancy and up to when children are aged five by:

- helping to support the health and wellbeing of your whole family, from ante-natal visits until your child goes to school.
- providing advice on healthy choices e.g. breastfeeding, weaning and healthy eating
- offering development reviews to ensure your child is reaching its full potential
- supporting parents to feel confident in their parenting skills and to provide the best opportunities for their baby
- working in partnership with Children's Centres and specialist services to support families with additional needs
- offering support and information to families experiencing specific difficulties such as postnatal depression, social isolation and domestic abuse.

Healthy Child Programme

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. The programme covers pregnancy and the first five years of a child's life.

HCS

Healthy Child Service

Health visitors and school nurses are qualified nurses or midwives with specialist training in public health for children, young people and families. Our intention is not to reduce provision. In combining different elements from within existing 'commissioning pots' the aim is to develop service delivery models that achieve improved health and wellbeing outcomes for all children and young people, and closer alignment with the priorities of our children and young people's plan.

www.yor-ok.org.uk/yorks-healthy-child-service

Higher Education

Higher education is an optional final stage of formal learning that occurs after secondary education and may lead to the award of a degree.

HI

Hearing Impairment

Also known as hearing loss, hearing impairment is a partial or total inability to hear. A deaf person has little or no hearing. Hearing loss may occur in one or both ears.

HLTA

Higher Level Teaching Assistant

Higher Level Teaching Assistants (HLTAs) do all the things that teaching assistants or learning support assistants do but they have an increased level of responsibility. For example HLTAs teach classes on their own, cover planned absences and allow teachers time to plan and mark.

HnD

Health and Disability Team

Have asked Mark Mirfin

Home Authority

This usually means the local authority in which a child or young person normally lives. The home authority has responsibility for the child or young person under the Children & Families Act 2014 (CFA).

Hospital Teaching Team

The Hospital Teaching team are part of the City of York Council's Specialist Teaching Team. If a child is in hospital for 15 days or more the hospital teaching team will arrange their education. This may include:

- small, personalised groups taught in local hubs
- home tuition
- on-line learning or
- any combination of these depending on the needs of the child.

The team works closely with families, early years settings, schools and colleges to maintain links with the child's education setting and to ease their return to learning in the setting.

ICD-10

This is the 10th revision of the International Statistical Classification of Diseases and Related Health Problems (ICD), a medical classification list by the World Health Organization (WHO) used to diagnose some health problems.

IEP

Individual Education Plan

A plan which sets out the support a child is receiving in their school or other setting. Under the code, there is no longer a specific requirement for children with SEN to have an IEP but some children with SEN may still have an IEP. Schools usually prefer a child to have a My Support Plan.

Inclusion Passport

Used in some schools to target more support for a child with SEN and additional needs. An inclusion passport may go with the child throughout their time in education.

Independent School

A school that is not maintained by a local authority.

IPM

Individual Provision Map

Schools use an IPM to describe a child's condition.

IRO

Independent Reviewing Officer

IROs have a statutory role to quality assure the care planning process for each child or young person in care, and to ensure that his or her current wishes and feelings are given full consideration.

KSI

Key Stage 1

Key Stage 1 covers the first two years at infant or primary school, usually called Year 1 and Year 2. Pupils in KSI are aged between 5 and 7.

KS2

Key Stage 2

Key Stage 2 covers four years in junior or primary school, usually called Year 3, Year 4, Year 5 and Year 6. Pupils in KS2 are aged between 8 and 11. Key Stage 2 tests take place in Year 6.

KS3

Key Stage 3

Key Stage 3 covers the first three years at secondary school, usually called Year 7, Year 8 and Year 9. Pupils in KS3 are aged between 12 and 14.

KS4

Key Stage 4

Key Stage 4 covers two years in secondary school, usually called Year 10 and Year 11. Pupils in KS4 are aged between 15 and 16. GCSE examinations take place in Year 11.

Keyworker

Someone who provides children, young people and parents with a single point of contact to help make sure the support they receive is co-ordinated. A keyworker could be provided:

- directly by a local authority or local health organisation,
- by a school or college,
- from a voluntary or private sector body.

LA

Local Authority

A local authority is responsible for all the public services and facilities in a particular area.

Lime Trees Clinic

LAT

Local Area Team

LATs are a key part of York's early help response to working with children, young people and families from pregnancy through to adulthood.

www.yor-ok.org.uk/mental-health

Local Area Team

Practitioner

Niall McVicar will provide a definition.

LO

Local Offer

The Local Offer, published by the local authority, tells you what support is available for children and young people with special educational needs and/or disabilities, and their families. It includes information about education, health and care provision. It also gives information about training, employment and independent living for young people with special educational needs and/or disabilities (www.yor-ok.org.uk/localoffer).

Lollipop

A group for children and young people aged 0 – 25 with any degree of hearing loss. The group offers a variety of free activities, which provide children and young people with a peer group that helps them to build confidence and self-esteem, and promotes a sense of belonging. Hearing siblings are also invited to join in with activities at a local youth centre on the second Saturday of every month.

LSA

Learning Support Assistant

Also called a Teaching Assistant (TA). A Learning Support Assistant is a member of school staff who supports a child under the direction of the SENDCo.

Mainstream School

A State school which can meet the needs of most children.

Maintained School

Schools in England that are maintained by a local authority. Any community, foundation or voluntary school, community special or foundation special school falls under this.

MAO

My Agreed Outcomes

A support plan for children and young people on SEN Support whose educational needs are coordinated and outcomes identified.

Max Card

As part of My FIS+ parents and carers will be automatically signed up for the MAX card scheme. The scheme gives children, their carers and other family members free or discounted access to some of the most exciting attractions across the UK. The scheme is designed to help parents and carers of disabled children and looked after children save money on great days out at castles, zoos, museums and more.

To join My FIS, MyFIS+ or the Max Card Scheme: www.yor-ok.org.uk/myfis

Mediation

Mediation is offered by local authorities to help settle disagreements between parents or young people and local authorities over EHC needs assessments and plans. Parents and young people can access mediation before deciding whether to appeal to the First-Tier Tribunal about decisions on assessment or the special educational element of a plan.

Mill Lodge

Mill Lodge- in patient provision for young people with severe mental health difficulties.

MLD

Moderate Learning Difficulties/ Disabilities

The general level of academic attainment of children and young people with moderate learning difficulties will be significantly lower than that of their peers. Their cognitive ability and/or attainment levels will be at or below the second percentile. Generally they will have difficulty acquiring literacy and numeracy skills.

MSI

Multi-sensory Impairment

Pupils with a combination of visual and hearing difficulties.

My Agreed Outcomes

A My Agreed Outcomes document will describe a child, the child's outcomes, when the plan will be reviewed, the child's views, interests, likes and dislikes, meeting notes and actions to be taken.

MyFIS

An information scheme which provides families with helpful information about family life in York.

To join My FIS, MyFIS+ or the Max Card Scheme: www.yor-ok.org.uk/myfis

MyFIS+

If you're a parent of a disabled child, you can register with this information service to receive enhanced information about additional services, offers and activities.

To join My FIS, MyFIS+ or the Max Card Scheme: www.yor-ok.org.uk/myfis

My Support Plan

A My Support Plan is produced for children and young people who have identified special educational needs and receive SEN Support in school. The plan will ensure coordinated support for children and young people who are receiving support from a number of professionals. The My Support Plan is a non statutory document and can be used flexibly to support the needs of the child, young person, their family and all who work with them.

NHS Continuing Care

Support provided for children and young people under the age of 18 who need a tailored package of care because of their disability, 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.

Occupational Therapy

Occupational therapists (OTs) work with children who have physical, neurological and sensory / perceptual problems. Their aim is to support and enable children to carry out the skills needed for everyday life and learning. OTs will work closely with children, young people and their families to help them join in and succeed in activities that are important to them, to the best of their ability. These may include:

- Fine motor skills (such as writing and playing with small manipulative toys)
- Self care/Independence /life skills (such as dressing and feeding)
- Sensory skills (coping with everyday sensory experiences)
- OTs work closely with local health and education and social care agencies to support all aspects of child /young person family life.

Contact Number York: 01904 726599

www.yor-ok.org.uk/childrens-therapy-services

OCD

Obsessive Compulsive Disorder

OCD is a common mental health condition in which a person has obsessive thoughts and compulsive behaviours. It affects men, women and children, and can develop at any age.

ODD

Oppositional Defiance Disorder

Oppositional defiant disorder (ODD) describes a condition in children and teenagers characterized by patterns of unruly and argumentative behaviour and hostile attitudes toward authority figures. The behaviour of a child with ODD is much more extreme and disruptive than normal.

Ofsted

Office for Standards in Education

A non-ministerial government department that takes responsibility for the inspection of all schools in England.

OT

1. Occupational Therapist

The role of an occupational therapist is to work with children who have difficulties with the practical and social skills necessary for their everyday life. An occupational therapist will aim to enable a child to be as physically, psychologically and socially independent as possible.

2. Occupational Therapy

Occupational therapy can help children and young people with various needs improve their cognitive, physical, sensory, and motor skills and enhance their self-esteem and sense of accomplishment.

PALS

Patient Advice and Liaison Service

Confidential advice and support on health related matters and complaints.

www.yor-ok.org.uk/physical-health

Pastoral Leader

Pastoral staff in schools/education settings promote pupils' social and emotional wellbeing and foster positive attitudes. Schools have a pastoral leader who is usually on the senior leadership team.

PDA

Pathological Demand Avoidance

PDA (pathological demand avoidance) is a behaviour profile some describe within the autism spectrum. Many Child and Adolescent Mental Health Services do not consider it a separate diagnosis from autism.

Personal Budget

An amount of money identified by the local authority to deliver provision set out in an EHC plan where the parent or young person is involved in securing that provision. The funds can be held directly by the parent or young person, or may be held and managed on their behalf by the local authority, school, college or other organisation or individual and used to commission the support specified in the EHC plan.

Personal Education Plan

An element of the care plan maintained by a local authority in respect of a child or young person in care, which sets out the education needs of the child. If a child or young person in care has an EHC plan, the regular reviews of the EHC plan should, where possible, coincide with reviews of the Personal Education Plan.

PHN

Physical and Health Needs

Some children and young people have physical and health needs which are described in their My Support Plan or EHCP.

PHN Team

Physical and Health Needs Team

The PHN Team is part of the City of York Council's Specialist Teaching Team. The team provides support, advice and guidance to children and young people with high need, low incidence special educational needs and disabilities who have a physical difficulty or medical need. They work closely with families, early years settings, schools and colleges.

PHNT Team

Physical and Health Needs Teaching Team

PHNT are part of the City of York Specialist Teaching Team. If a child is away from school for more than 15 days, PHNTT will arrange their education. This may include:

- small, personalised groups taught in local hubs
- home tuition
- on-line learning or
- any combination of these depending on the needs of the child.

The team works closely with families, early years settings, schools and colleges to maintain links with the child's education setting and to support their return to learning in the setting. The provision can last up to two terms.

Physiotherapy

Physiotherapists work with children who have physical difficulties as a result of a neurological developmental or musculoskeletal problem. A Physiotherapist will work closely with the children, young people and their families to formulate individual management programmes in order to achieve their maximum potential.

These may include:

- Gross Motor Skills (running, jumping, climbing).
- Developmental support (mastering early skills such as rolling and crawling).
- Improving posture and positioning to enable maximum functional ability.
- Recommending appropriate equipment, aids and splints to support posture and function.

PIP

Personal Independence Payment

Is a benefit paid to people over 16 years that helps with the extra costs that disabled people face as a result of their disabilities. PIP is not means-tested, and it is tax free.

PMLD

Profound and multiple learning disability

A profound and multiple learning disability is when a person has a severe learning disability and other disabilities that significantly affect their ability to communicate and be independent. Someone with PMLD may have severe difficulties seeing, hearing, speaking and moving. They may have complex health and social care needs due to these or other conditions. People with PMLD need a carer or carers to help them with most areas of everyday life, such as eating, washing and going to the toilet. With support, many people can learn to communicate in different ways, be involved in decisions about themselves, do things they enjoy and achieve more independence.

Portage

Home-based educational support for pre-school children with SEN.

PRU

Pupil Referral Unit

A school established and maintained by the local authority which is specially organised to provide education for pupils who would otherwise not receive suitable education because of illness, exclusion or any other reason.

Reasonable Adjustments

Reasonable adjustments are changes schools and other settings are required to make which could include changes to physical features. For example:

- Creating a ramp so that students can enter a classroom.
- Providing extra support and aids, such as specialist teachers or equipment.

SB

Short Break

A short break enables disabled children to have social opportunities and join in with activities, and give parents or full time carers a break from their caring responsibilities. Short Breaks can be for a few hours or longer, and can be provided in lots of different ways.

School nurses

School nurses lead and deliver the Healthy Child Service for 5 to 19 year olds, working with children, young people and their families and have a key role in supporting children and young people in school settings. They:

- help support the physical and emotional health and wellbeing of children and young people
- provide advice on healthy choices e.g. healthy eating, dental health, sexual health and substance misuse
- offer health reviews to ensure your child continues to reach its full potential
- provide specific support for families with complex needs such as diabetes and asthma
- offer advice and information on health issues such as bedwetting and concerns about behaviour
- work closely with your child's school to promote a healthy lifestyle
- offer the childhood immunisation programme to protect against disease and infection.

SEMH

Social, Emotional and Mental Health Difficulties

One of the four broad areas of SEN. This includes mental health difficulties, such as depression and anxiety and a wide range of issues which may lead to challenging behaviour such as attachment disorder. It is important to look the reasons for any behaviour difficulties.

SEN

Special Educational Needs

A child or young person has SEN if they have a learning difficulty which calls for special educational provision to be made for him or her. A child of compulsory school age or a young person has a learning difficulty or disability if he or she has a significantly greater difficulty in learning than the majority of others of the same age, or has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions. (Code of Practice definition).

SENCo

Special Educational Needs Coordinator

A qualified teacher in a school or maintained nursery school who has responsibility for co-ordinating SEN provision.

SEND

Special Educational Needs and Disabilities

SENDCo

Special Educational Needs and Disability Coordinator

The teacher with responsibility for co-ordinating special help for children with SEND at their school. SENDCo is also used as an equivalent term.

SEND Code of Practice

This is the statutory guidance that supports Part 3 of the Children and Families Act 2014 (CAFA). It tells local authorities, early years settings, schools, colleges, health and social care providers and others what they should do to identify, assess and provide for children and young people with SEN or disabilities.

SENDIASS

Special Educational Needs and Disability Information, Advice and Support Service. SENDIASS provides independent advice and support to parents about SEN. Every local authority must have one.

Impartial – SENDIASS is a service that is at arms length from the local authority. This means that we do not favour one side over another.

Confidential – This means that your information will not be shared outside the service unless you give us permission or if there is a public interest concern (for example if you may be at risk).

Information, advice and support is provided for children and young people on the following topics:

- Education, health and care plans
- Education, health and care needs assessment process
- Finding out about what support is available nearby (York's Local Offer for SEND)
- Who am I? – This explains who does what when it comes to supporting your special educational needs
- Personalisation and personal budgets
- Post-16 support

www.yor-ok.org.uk/SENDIASSsite/sendiass-for-children-and-young-people

SENDO

Special Educational Needs Designated Officer

The SENDO coordinates requests for statutory assessments and quality assures all annual reviews of EHCPs. SENDOs provide advice and support for families and educational settings.

Sensory and/or Physical Needs

One of the four broad areas of SEN. This includes sensory impairments, such as visual impairment (VI) and hearing impairment (HI), as well as physical disabilities such as cerebral palsy. Sensory needs may also refer to the needs of children and young people with autism/Aspergers who may be over or under sensitive to their sensory environment.

SEN Support

A child or young person may be included on the SEN Register as "SEN Support". SEN Support includes any help for children and young people with SEN that is additional to or different from the support generally made for other children of the same age. The purpose of SEN Support is to help children achieve the outcomes or learning objectives that have been set for them by the school. Schools should involve parents in this process. SEN Support replaces Early Years Action/Action Plus and School Action/Action Plus.

SEYST

Specialist Early Years Support Team

The team supports children and families pre-school in their home and settings. The team comprises:

- Specialist Senior Educational Psychologist (Early Years) Team manager
- Early Support Coordinator
- City of York Portage
- Specialist Early Years Teachers (SEN)
- Early Years Educational Psychology – Specialist Senior EP (Early Years)

Sixth Form

The sixth form covers two years at secondary school, usually called Year 12 and Year 13. These can also be referred to as Lower Sixth (L6) and Upper Sixth (U6) by many schools.

SLD

1. Severe Learning Difficulty

Learners with severe learning difficulties (SLD) have very significant intellectual or cognitive impairments. This impacts on their ability to participate in the school curriculum without support.

2. Severe Learning Disability

Learners with a severe learning disability have problems communicating and being independent. A child may have severe difficulties seeing, hearing, speaking and moving.

SMART Targets

Specific, Measurable, Attainable, Realistic, Timed

All outcomes for children and young people should be SMART.

SLT or SALT

1. Speech and Language Therapy
2. Speech and Language Therapist

SPA Referral

Single Point of Access

Referrals and self-referrals to CAMHS should be made through the SPA (Single Point of Access). At Lime Trees. You will be offered a 30 minute telephone conversation, during which you may be sign-posted to a different appropriate service or you may be offered a face to face assessment. This is the children and young people's mental health clinic run by TEWV.

www.yor-ok.org.uk/mental-health

Special Educational Provision

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.

Speech and Language Therapist

A speech and language therapist will assess and treat children and/or adults with specific speech, language and communication problems to enable them to communicate to the best of their ability. They work with parents, carers and other professionals, such as teachers, nurses, occupational therapists and doctors
www.yor-ok.org.uk/childrens-therapy-services

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.

SpLDs

Specific Learning Difficulties

SpLDs include dyslexia (difficulties with reading and spelling), dyscalculia (difficulties with number and calculation), and dyspraxia or 'developmental coordination disorder' (difficulties with motor planning).

Special School

A school which provides specialist educational provision for pupils with SEN.

SSE

Sign Supported English

Sign Supported English is a form of communication that matches BSL signs with spoken English Grammar

STT

Specialist Teaching Team

The STT includes teachers and teaching assistants who support children and young people aged 0-25 in early years settings, schools and colleges. The team includes the Deaf and Hearing Support Team, the Visual Impairment Team, the Autism Team, the Physical and Health Needs Team, and the Specific Learning Difficulties Team.

www.yor-ok.org.uk/specialist-teaching-team

Supported Internship

A supported internship is a structured programme of study based with an employer. Supported internships enable young people aged 16-24 with a statement of SEN, or an Education, Health and Care plan to achieve sustainable paid employment by equipping them with the skills they need for work, through learning in the workplace.

SW

Social worker

Social workers are responsible for helping children, young people and families to cope with problems they are facing to improve their lives.

SWS

School Wellbeing Service

This service works in schools with staff, pupils and families and also closely links to Local Area Teams and Lime Trees Clinic. Their focus is to work with children and young people with emerging and developing mental health need.

www.yor-ok.org.uk/mental-health

SWW

School Wellbeing Worker

The School Wellbeing Worker works with children and young people and school staff around emerging and developing mental health need. In particular, this work is with children and young people who are presenting mental health issues and concerns that are below an intervention from specialist CAMHS and above what school pastoral structures can support.

TA

Teaching Assistant

Also called a Learning Support Assistant (LSA). A Teaching Assistant is a member of school staff who supports a child under the direction of the SENDCo.

Tribunal (Special Educational Needs and Disability)

An independent body which has jurisdiction under the Education Act 1996 for determining appeals by young people and 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.

UPN

Unique Pupil Reference Number

This is a unique number given to all school age children to ensure each child can be individually identified.

VI

Visual Impairment

Also known as vision impairment or vision loss, visual impairment is a decreased ability to see to a degree that causes problems not fixable by usual means, such as glasses. For some children and young people a decreased ability to see is because they do not have access to glasses or contact lenses.

VI Team

Visual Impairment Team

Provides support for children and young people who have a visual impairment which has an impact on their education.

VSH

Virtual School Head

The VSH leads a virtual school team that tracks the progress of children and young people in care as if they attended a single school.

York Ausome Kids

A group for parents/carers of children with autism, aspergers and/or PDA.

York Inspirational Kids

A support group for families of children and young people who have a disability and/or additional need and live in the York area.

York Ausome Kids

For parents/carers of children with autism, aspergers and/or PDA.

York Hemi Kids

For parents of children with hemiplegia.

YADSA

York Down Syndrome Support Group

A non-profit organization that provides support to families with children and adults with disabilities, with a primary focus on individuals with Down syndrome.

YADDA

York & District Dyslexia Association

A parent-led support group for those people impacted by Dyslexia, Dyspraxia, Dyscalculia, Meares-Irlen syndrome and other learning difficulties. The group supports children, young people, adults and families via regular meetings and social activities to build confidence and self-esteem, and strives to provide clear, professional support.

YILTS

York Independent Living and Travel Skills

YILTS will assess and support a young person to enable them to become an independent traveller. They will be taught the practical and social skills to use public transport, walk or cycle around the city.

York Parent Carer Forum

The York Parent Carer Forum aims to represent the views of families of children and young people who have physical and sensory impairments, learning difficulties and those who have been identified with additional needs.

York Tourette Support Group

York Tourette Support group is a peer run support group for adults and children with Tourette's Syndrome or Tic Disorders and their families. The group also welcomes families who have not received an official diagnosis but suspect TS/TD and would like to learn more.