SEND & Inclusion Newsletter

30th January 2023

Volume 15



HILLINGDON London

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Local Offer Steering Group

We are requesting if any SENCOs/Inclusion Leads are interested in joining the Steering Group for the Local Offer.

The aim of the group is to maintain and develop the SEND Local Offer, identify gaps in the and discuss what steps can be taken to address them.

We want to ensure that the Local Offer is co-produced with parents, cares, and young people so that it can be published on the council's website.

Email fis@hillingdon.gov.uk if you wish to join the group.

Alison Ismail, Director of SEND and Alternative Provision

Dear colleague,

I am writing to introduce myself as the new Director of the SEND and Alternative Provision (AP) Directorate in the Department for Education (DfE). I look forward to working with many of you over the coming months on how best to deliver on our shared ambitions to improve the experience and outcomes for children and young people with SEND, and those in AP, as set out in our March 2022 Green Paper.

Consultation on the Green Paper closed on 22nd July, and I thought it would be helpful to give you a brief update on the current position. We are continuing to consider thousands of responses received through our e-consultation and from the 175 consultation events – many thanks to all of you who participated. As you can imagine, working through all this feedback is a major task; and we continue to engage with colleagues in the SEND and AP systems as we develop our next stage of proposals. We remain committed to publishing the Government's response to the Green Paper consultation in a National SEND and AP Improvement Plan by the end of the calendar year.

As you may already be aware, confirmed portfolios for our DfE Ministerial Team have now been published on gov.uk. I am pleased to confirm that Kelly Tolhurst, Minister for School Standards and Childhood will be responsible for SEND and AP. More details about the new minister's portfolio are at https://www.gov.uk/government/people/kelly-tolhurst; wider ministerial portfolios can be accessed at the bottom of the DfE homepage at: https://www.gov.uk/government/organisations/department-for-education.

Updated Government Guidance

Living safely with respiratory infections, including COVID-19 Updated 16th June 2022

IPSEA update- 6th May 2022

Free period product scheme for schools and colleges extended – 26th November 2021

Department of Education -Green Paper – 26th May 2022

Keeping Children Safe in Education – 1st September 2022

Secondary Network Meeting

We would like to invite secondary settings to meet once a half term to provide an opportunity to network, build relationships and discuss key topics or challenges within your settings.

This would help the Local Authority to understand how best to support your settings and share information regarding current services on offer. To register your interest, please complete this form.

https://forms.office.com/r/ikhiwDamaZ



Dates for your Diary:

SENCO FORUM

In the Middlesex Suite, Civic Centre

Early Years: 15th March 2023 – 9.30am – 11.30am **Schools:** 15th March 2023 - 1.00pm-3.00pm

UNIVERSAL TRAINING

An overview of ASD in the Early Years: 08/02/2023 from 1-4pm CR4

Attention Hillingdon refresher: 09/02/2023 from 09.30-16.00 CR3

SEND/ASD - Sleep and how to get some. Strategies and support, Parent workshop: 09.02.2023 from 10-13:00 Virtual

Behaviour that Challenges - A Toolkit of Strategies: 08/02/2023 10-11.30am CR4

EY My Support Plan and referral Training: 10/03/2023 from 9.30 – 11.30am CR4

Hillingdon Deaf Support Hub: 02/03/2023 09:30-12:00 Location TBC

Preparing for an effective TAC/TAYP meeting: 13.03.2023 10-13:00 Virtual

An introduction to intensive interaction: 28/03/2023 11-12.30pm (now virtual)

For more details on how to book on to training sessions please see the 2022/23 Training Brochure and training posters <u>within</u>.

SEND Advisory Service

SAS Panel

SAS panel is held every Thursday 10am- 1pm, with the ESF requests being looked at first. Please allow more time in case we are running over. If you have signed up to attend a future panel we will email you to notify you of this.

Please see here for the list of 2022/23 panel dates and submission cut off dates: **SAS Panel Dates 2022**

There are still spaces for SENCOs and PVI settings to sign up to attend panel and contribute to the decision-making process. Please register your interest using this form:

SAS Panel Registration of Interest

SENCO FORUM

The next SENCO Forum is being held face to face in the Middlesex Suite, Civic Centre on **15th March 2023**:

Early Years 9.30-11.30am Schools 1.00-3.00pm.

Please register using the following links:

Schools SENCO Forum Early Years Forum

Registration will close at 12 on the Friday prior to the forum. Here are the slides and information from the January Forum

> SENCO Forum slides CAMHS referral form Pilot SEND Inspection Please save the future Forum dates

17th May 2023 and 21st June 2023

Strategies Resource Bank

A guide of strategies and resources to support children and young people with SEN



Early Years

Parents/Carers Schools/Post-16

SEND Local Offer

Hillingdon local offer provides information for children and young people with special educational needs and disabilities (SEND) and their parents/carers. It allows families to see what they can expect from a range of local agencies and how to access them.

SEND local offer - Hillingdon Council



IMPORTANT DOCUMENTS

Please CTRL, click and save a copy

MY SUPPORT PLAN

MSP Guidance and Advice

MSP PDF Format

MSP Word Format

Full One Page Profile

ESF

ESF Guidance

ESF Application Form

ESF Resubmission Form

Ordinarily Available Provision Document

Strategies Resource Bank

Early Years

Schools/Post-16

Key working

Transition Handover Sheet

Whole School SEND – Summary of free CDP

Whole School SEND – Resources

Referrals

The SAS referral form is no longer accepted. Please complete the referral through the Stronger Families Hub:

<u>Children Young People and</u> <u>Families Online Service</u> (hillingdon.gov.uk)

For more information about referrals and the Stronger Families Hub please see the <u>Stronger</u> <u>Families Flyer</u>

SEND Advisory Service (Continued)

Threshold of Support - Updated Easy Read Versions!

Please find the 'Threshold of Support' documents here. This provides a consistent approach to supporting the needs of the CYP across Hillingdon. We are currently compiling a toolkit (which is mentioned in these documents) which will be shared with you.

HI 1:1 Threshold of Support for referrals

MSI 1:1 Threshold of Support for referrals

SAS Schools/Post 16 1:1 Threshold of Support

SEND Key Working 1:1 Threshold of support

VI 1:1 Threshold of Support for referrals

PVI Threshold of Support

SAS Localities List

All successful applications for ESF will be assigned a SEND Advisory Service advisor who will provide support according to the Threshold of support.

Please see list of linked advisors below:

SAS Localities

SEND and Inclusion Funding for Educational Settings

The aim of this document is to provide you with an overview of funding available to support CYP with SEND. In order to ensure that your application meets the funding/funding routes available., it is advised that you read all guidance relating to funding available to your setting.

You can download a copy here



Key Working

Please find below updated information regarding the role of SAS Keyworkers.

SAS Keyworker updated Newsletter.docx

Dyslexia Policy

Please click the link below to view the new policy for dyslexia.



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Dyslexia Policy

SAS Adviceline

The **Send Advisory Service** continues to offer support to parents of children and young people with SEND and the professionals that work with these families via an advice line. We can help with resources/activities or just general advice during these uncertain times.

Please print off and share with your parents and put a copy of the **SAS Advice Line Poster** in your staffroom.

SEND Advisory Service: Early Years



Early Years/ SENCO FORUM

The next Early Years/SENCO Forum are being held face to face in the Middlesex Suite, Civic Centre on **15th March 2023 from 9.30am to 11.30am**

Please register using the following link: **Early Years Forum**

Registration will close at 12 noon on the Friday prior to the forum.

Here are the slides and information from the January SENCO Forum

SENCO Forum slides CAMHS referral form Pilot SEND Inspection

Please save the future Forum dates 17th May 2023 and 21st June 2023

SEND Review

A SEND review is an evidence based, self-evaluative tool which looks at how your education setting provides for pupils or students with special educational needs and disabilities. Existing good practice is identified and the findings from SEND reviews can help improve SEND provision and strategy, so that learners are appropriately supported to achieve good outcomes. <u>Please sign up here for a SEND Review</u>

Childminders Information and support

If you require any information, support and training for any child you have concerns please contact the Early Years Inclusion Team.

Currently the person to contact directly is Sandy Atwal- Principal SEND Advisor email: **SAtwal@hillingdon.gov.uk** Work mobile: 07395246022

SAS threshold of support

Please find the Early Years 'Threshold of Support' document here. This provides a consistent approach to supporting the needs of the CYP across Hillingdon. We are currently compiling a toolkit (which is mentioned in these documents) which will be shared with you shortly: <u>EY/PVIs 1:1 Threshold of Support for referrals</u>

Changes to EYIF 2022/2023

- EYIF applications can be submitted throughout the year.
- EYIF panel will be held monthly.
- EYIF consent form to include consent for EYIF only or EYIF plus EY Advisor.
- EYIF to be given for a year rather than a term.
- All EYIF applications will be given a flat rate x hours of attendance per week x 39 weeks.

All settings who have children on EYIF must engage in setting review meetings to monitor progress.
 EYIF impact form to be completed at the end of the funding.

Apply now for Early Years Inclusion Funding!

The EYIF Guidance has been updates to reflect changes to the process for applying for EYIF and how funding will be provided.

The EYIF process and procedure was reviewed with Early Years Settings through a working group and consultation was held through an Information Session.

EYIF can now be applied for monthly and parental consent can be provided for an EY advisor to be allocated to support the setting.

Please see the attached link below for panel dates and deadline for submissions.

Please click here to view guidance

To apply for EYIF please click here https://forms.office.com/r/wa6PH9siyC

Panel Dates and Submission Deadlines

SEND Service

Annual Review Reports

Please ensure that all annual review meetings take place and that the outcomes include transition to the next key stage of education and Planning for Adulthood for students from Year 9.

Please note that Annual Review Reports should now be sent to the dedicated email:

<u>senannualreviews@hillingdon.gov.uk</u>and <u>not</u> the SEN Admin email address

Please read **the <u>LBH Annual Review</u>** <u>Guidance</u> and please ensure that you only use these templates:

Statutory Annual Review Report- up to Year 9

Statutory Annual Review Report from Year 9

Please remember to **send EHC Needs** Assessment requests electronically to:

senadmin@hillingdon.gov.uk

and **not** to sasinclusion@hillingdon.gov. uk

Please note that we will accept an email from a parent as consent to carry out an assessment and to share information. with other services if they are unable to provide a signature.

SEND Panel

Please ensure your Headteacher or SENCO is attending the SEND Panel.

Weekly SEND panels continue as usual every <u>Wednesday at 1pm</u>. Please see the new rota for school professionals to book a place and attend our SEND Panel;

SEND Panel Dates 2023

Please book a place by emailing:

senadmin@hillingdon.gov.uk



SEND Statutory Service Updates

Consultations – Please ensure you are completing consultations and returning within the 15 days. A gentle reminder these are shared with parents, and you must consider all reasonable adjustments and support to make a placement successful rather than a refusal. Parental preference is a high threshold.

Phase transfer – Primary

After reviewing over 150 consultation responses, the majority are not a legal response to refuse admittance to your setting. We must all remember that these pupils have a right to mainstream education and we need to try and accommodate that. Our panels are happening at the beginning of December, and we will be notifying schools and parents of confirmed placements by 15th February 2023

Movers in - require a like for like placement as stated in their EHCP within 6 weeks of moving in. We will be working with schools to manage their EHCP and SEN support levels.

Staff changes - Please note that we have new interim officers covering vacancies until permanent roles are fulfilled. Please see **SEND caseload school allocation**.

SEND Team Managers:

Primary Team (until Year 8)

Lianne Corbett <a>lcorbett@hillingdon.gov.uk

Secondary Team (from Year 9)

Sonal Sisodia ssisodia@hillingdon.gov.uk

Highlight on placements

We understand there are some pupils who may require a specialist placement attending your setting – and due to the national shortage, one is not available. We consult a range of settings, in and out of borough, independent and maintained but we need to ensure whatever placement is sought is an efficient use of resource. Please continue to advise families to contact SENDIAS for impartial support.

SEND caseload school allocation.

For SEND Team contact details please click here

SEND Tribunals

If you are involved in SEND Tribunal proceeding, please note that it is in the school's best interest to attend the hearing as a witness for LA or parent/carer in order to avoid being ordered by Tribunal to attend on the day of the hearing. This is causing delays and further challenges in cases. If you have any queries, please liaise with your allocated SEND Officer and/or you can contact us on <u>sentribunals@hillingdon.gov.uk</u>.

Educational Psychology Service

EP Services for 2022-2023



ELSA

A reminder that the ELSA cohort 4 takes place this term.

Please email the address below to express an interest in signing up as soon as possible as

dates are already planned and starting soon!

Educational Psychologists continue to work with their link schools for 2022- 2023.

Please see our traded offer information below and discuss the packages with your Headteacher and SLT at your earliest opportunity if you would still like to consider buying in a package. Our form for application is available from the email below.

It may be possible to buy adhoc days during the year if we have EP time available, but this will depend on staff commitments. Adhoc days are costed at a one-off price this year.

Traded time can be used for individual work, group work and work at a school level, such as staff check-ins, staff well-being, training, or policy development. Schools who do not trade with us, can still buy time for training.

Should you have any specific enquiries about the traded service, please don't hesitate to contact us on the email below.

Hillingdon Educational Psychology Service Traded EP Offer 2022/2023

Educational Psychology Service	
Principal Melanie Adkins	
Senior EP Ingrida Stankeviciene	Senior EP Subha Samuel
EP Cynthia Pinto	EP Charlene Ramos
EP Shevaun Taylor	EP Helen Vogt
EP Louise Stevenson	EP Jenny Vagas
EP Alysha Collins	Assistant EP Alba Barbullushi
Trainee EP Zoe Price	Trainee EP Sharron Mangum
Trainee EP Michele Estwick	Trainee EP Christopher Quinton

ALL OTHER EPS QUERIES

If you have any further queries regarding the service, please do contact us Email: <u>educationalpsychologyservice@hillingdon.gov.uk</u>

Tel: 01895 558101

'Thank you for all your hard work and commitment supporting the children and families of Hillingdon. '



Training Offer 2022/23

Please see our 2022-2023 <u>brochure</u> to book onto universal training now!

Registration for targeted training has now closed.

Secondary Language Link Offer

The EIP team have been developing a project, which we hope to launch formally with schools shortly, soon, in conjunction with the Youth Justice Strategic Board to support the identification of Speech and Language needs of children entering secondary school.

Roughly 70% of children entering the Youth Justice Service have speech and language needs, often unidentified. Children with speech and language needs are more likely to reoffend, research shows. As a result, Hillingdon Council will be piloting a new online resource for all secondary schools to take part in (fully funded). Secondary Language Link is a unique, comprehensive package for supporting students with SLCN and those new to English. The package combines a robust standardized assessment, with planned and fully resourced targeted small group interventions and a staff training toolkit. This powerful suite enables secondary schools to identify and support the language and communication needs of Key Stage 3 students aged 11-14 years. Training will be provided.

PECS Training

An Introduction to the Picture Exchange Communication System (PECS) for Educators, Stages 1-6 This intensive training session will cover all 6 stages of PECS. The aim of the session is to provide you with the relevant information that will help you to support a child to use this communication system under the guidance of the child's allocated Speech and Language Therapist.

Please note there are limited spaces available, and places will be given on a first come first serve basis The course is open to anyone working with SEND children.

Date: 29th March 2023

Time: 9.30-1.00pm

Location: Civic Centre, Uxbridge, Committee Room 4

Spotlight Trainings

Please click under the flyer and 'open' or go through the brochure to sign up!



SCERTS Progress Tracker



The session will provide delegates with an understanding of the 5 areas of active engagement and a practical tool to use in the classroom to enhance active engagement by analyzing the classroom environment and ensuring transactional supports are in place

Course date, time and location

22/03/2023 from 9.30am-12 Civic Centre CR3

Please click here to sign up

Signalong workshops for parents

Course Description

'Signalong is a sign supported communication system for children with additional needs to support them in developing their speaking and understanding. These workshops are designed both for beginners and experienced signers.

Course date, time and location

Courses will last 2 hours and take place in the civic centre Committee Room 3.

Time: 10.00am - 12.00pm Venue: Civic Centre Committee Room 3 Date: 21st March 2023 Date: 11th July 2023

Sign up for March Training here

SEND Advisory Service Autism Parenting Support Programme



Believe in children Barnardo's Cygnets

Parenting support programmes are available to parents who have children aged between 2 and 18 years who have a diagnosis of autism spectrum disorder or social communication difficulties. In order to access the relevant course, you must be a London Borough of Hillingdon resident.

More information and sign up here





My Support Plan and Referral Training

Course description

This training will support nurseries in successfully completing referrals into SEND Advisory Service and completing specific sections of a My Support Plan.

Course date, time and location

Date:10/03/2023

Time:9:30am-11:30am

Location: CR4

Please click here to sign up

Resources for Schools and

Parents







Investment in Internships

The Department for Education (DfE) has announced the Internships Work consortium and the British Association of Supported Employment (BASE) as the chosen delivery partners for an £18 million investment in the Supported Internships programme.

The new Internships Work programme will deliver on a commitment set out in the SEND and AP green paper.

The Internships Work programme includes the National Development Team for Inclusion (NDTi), BASE, and DFN Project SEARCH. It will work closely with local authorities to double the number of supported internships by 2025, engaging with employers and young people to level up the quality of Supported Internships across the programme.

You can read more about Internships Work and BASE by visiting their websites.

nasen - The National Association for Special Educational Needs

Teacher Handbook launched to support schools to embed inclusive practice

Published this week is a DfE funded resource for schools to support inclusive practice in mainstream settings. The National Association for Special Educational Needs, nasen, leads the Whole School SEND programme. This is the latest is a series of resources developed with schools to support primary, secondary and specialist teachers, teaching assistants, senior leaders and headteachers who work with children and young people with SEND and learning differences.

The Handbook, created with input from a leading steering group, members of the Whole School SEND consortium, and Merton Special Training Association, offers whole-school and whole-class approaches to SEND provision, as well as subject-specific and condition-specific guidance.

Teacher Handbook: SEND - Embedding inclusive practice is available as a free download. The Handbook has been developed to support primary, secondary and specialist teachers, teaching assistants, senior leaders and headteachers who work with children and young people with SEND and learning differences.

More



HILLINGDON CHILDREN'S INTEGRATED THERAPY SERVICE

Training

The Parenting Apart Programme

The programme offers a supportive environment in which parents can communic forming a respectful parent working relationship. The Children's Integrated Therapy Service (CITS) offer online training sessions for professionals and setting staff over two fortnight periods per year. These are currently held in May and November.

Where possible recordings are made of training sessions, and you can find these through the link below

Training: Click here for more information

Referring: Click here for more information

Click here for more information

Hillingdon PCF



- We exist to *harvest the voice* of parents/carers in the London Borough of Hillingdon, to help shape the services accessed by our SEND children and young people aged 0 to 25, by way of *co-production.*
- Participation from parents/carers makes a difference, and brings about change using first hand experiences
- The forum enables parents/carers to shape, design, develop, implement, and review services in *partnership* with Hillingdon.
- Please encourage your parents/carers to get involved
 Email: <u>HillingdonPCF@gmail.com</u> Website: <u>HillingdonPCF.com</u>

THANK YOU

Please use this link to see all the latest information from the Hillingdon PCF

PCF DOCUMENT



Special Educational Needs Disability Information, Advice and Support Service

Hillingdon SENDIASS provides impartial, high quality and relevant information, advice and support for parents/carers of children with SEND and young people. The service empowers them to play an active and informed role in the educational journey of their child or young person to ensure the best possible outcomes. The Service only accepts referrals from parents/carers and young people over the age of sixteen.

> Anyone wishing to contact us should call on 01895 277001 or email us at <u>sendiass@hillingdon.gov.uk</u>. More information is available at www. hillingdonsendiass.co.uk

LOCAL AREA SEND INSPECTION

"Good reads"

Framework

A new approach...

Premature CYP in nursery and schools

The impact of prematurity in child development within settings can have a significant impact on child development and learning. The Nottingham link is for a free course, for staff, on understanding the impact of prematurity which will affect approximately 1 in 10. Bliss is the national prematurity charity, which provides support and advice for parents.

Link for training



Hillingdon Talks, Moves, Plays – Children's Integrated Therapy Service (CITS)

In 2019, CNWL launched Hillingdon Talks, Moves, Plays, the Children's Integrated Therapy Service (CITS). Including a team of specialised therapists, technicians and administrators, the service work together with children and young people aged 0 to 19, their families and settings by offering assessment, training and advice.

Click here for more information

<u>Leaflet</u>

Poster

Useful Contacts

- Admissions admissions@hillingdon.gov.uk_or by telephone: 01895 558670.
- CLA support Virtual School <u>virtualschooladmin@jhillingdon.gov.uk</u>
- Early Intervention and Prevention Key Work Service (incl. behaviour/ exclusion) - <u>Earlyinterventionaccess@hillingdon.gov.uk</u> or by telephone: 01895 250858
- Early Years Advisory Teacher Team <u>earlyyears@hillingdon.gov.uk</u> or by telephone: 01895 277358
- Education Psychology <u>educationalpsychologyservice@hillingdon.gov.uk</u> or by telephone: 01895 250027
- Education Improvement Team <u>education@hillingdon.gov.uk</u>
- Elective Home Education <u>admissions@hillingdon.gov.uk</u> or by telephone: 01895 558670
- Finance <u>schoolfinancereturns@hillingdon.gov.uk</u> or by telephone: 01895 277687
- Health and Safety general enquires <u>healthandsafetyadvisory@hillingdon.gov.uk</u> or by telephone: 01895 250866
- Insurance Team insuranceteam@hillingdon.gov.uk or by telephone: 01895 556131
- Learning & Development Support Team <u>learninganddevelopment@hillingdon.gov.uk</u> or by telephone: 01895 277692
- Participation Key Work Team (school attendance, exclusions, children missing education, child performance licensing and work permits, post 16 participation),
 <u>participationteam@hillingdon.gov.uk</u> or by telephone: 01895 250858.
- Safeguarding Deputy (LADO) Hannah Ives, hives@hillingdon.gov.uk
- School Buildings Programme Co-ordinator <u>capitalprogrammeteam@hillingdon.gov.uk</u> or by telephone: 01895 556097
- SEND Advisory Service sasinclusion@hillingdon.gov.uk saskeywork@hillingdon.gov.uk sassensory@hillingdon.gov.uk
- Special Educational Needs Team <u>senadmin@hillingdon.gov.uk</u>
- Special Educational Needs Information Advice and Support Service (SENDIASS) (for parents/ carers and young people - access to this service is via self-referral from parents/carers or young people) - <u>sendiass@hillingdon.gov.uk</u> or by telephone: 01895 277001



PAST NEWSLETTERS

IF YOU ARE UNABLE TO FIND SOME OF THE OLDER DOCUMENTS IN THIS VOLUME OR HAVEN'T READ YET;

PLEASE CLICK ON THE PREVIOUS NEWSLETTERS:

- January 2021 Newsletter
- 01 March 2021 Newsletter
- 31 March 2021 Newsletter
- April 2021 Newsletter
- May 2021 Newsletter
- July 2021 Newsletter
- September 2021 Newsletter
- October 2021 Newsletter
- November 2021 Newsletter
- December 2021 Newsletter
- January 2022 Newsletter
- February 2022 Newsletter
- March 2022 Newsletter
- May 2022 Newsletter
- September 2022 Newsletter
- November 2022 Newsletter