



HILLINGDON  
LONDON

# SEND & INCLUSION NEWSLETTER

SEPTEMBER 2023, VOLUME 18

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# SEND ADVISORY SERVICE



## ESF PANEL

The ESF panel is held every Thursday 10am- 1pm,

**Please click here to sign up for the ESF Panel**

## Guidance

[Non-Statutory Funding Guidance](#)

[Early Years Inclusion Funding Guidance](#)

[My Support Plan Advice & Guidance](#)

[Referrals to SEND Advisory Service via Stronger Families Hub](#)

[Information for SEND professionals](#)

## Key Documents

[Early Identification Toolkit](#)

[SAS Advice Line](#)

[SAS Training Brochure](#)

[The OAP Checklist](#)

# EARLY YEARS



## Dates for Autumn Term

Panel Dates	Deadline for submission
24th October 2023	17th October 2023
21st November 2023	14th November 2023
19th December 2023	12th December 2023

## My Support Plan Training: Monday 6 November 9:30am-12:30pm

The Early Years SEND Advisors and ASD Schools Advisors will be dedicating time to train practitioners and teachers in successfully completing specific sections of a My Support Plan.

During the training, we will support with:

- Completing the background Information
- What has taken place over the last 12 months
- What is working well for the child and their family
- Identifying what are the child's and family's priorities

**The training will run for 3 hours**

**Location: Civic Centre Uxbridge**

**[Please click here to sign up](#)**

**[Please click here for the Early Years Inclusion Funding Guidance](#)**

**[Please click here for the EY Strategy Resource Bank 2023-2024.](#)**

**[Please click here for the Children Centre's Autumn Flyer](#)**



**Inclusion Commitment / SEND Review interest**

**Please scan the QR Code:**



If you require any information, support and training for any child you have concerns, please contact the Early Years Team or Sandy Atwal- Principal SEND Advisor

SAtwal@hillingdon.gov.uk

Work mobile: 07395246022

# SCHOOLS



## SENCO Forum

Thank you for joining us on Wednesday 20th September for our Early Years and School's SENCO Forums. Please see below the EYs and SENCO Forum Slides for your review.

[EY Slides](#)

[SENCO Forum Slides](#)

Please could you complete the following form as soon as possible for expressing your interest in having a SEND Review: [SEND Review Form](#)

Finally, please see below the link for registration at the next Schools Forum on the 22nd of November. Registration will end the Friday prior, and the Teams link shared.

[School's SENCO Forum - SIGN UP HERE](#)

## Celebrating Good Practice

A learning walk at William Byrd Primary school highlighted excellent SEND practice and inclusivity - through their displays, reading corners, worry boxes, use of colourful semantics and using sign-a-long in the school choir!



## Autism Reality Experience

Participants of the Autism Reality Experience shared their views on how it went...

“A great experience and a vision into how autistic people experience the world around them!”

“Very grateful to have this experience”

“Excellent Informative training - very interactive”



[This months Book Recommendation](#)



[Equality Act Guidance for teachers](#)



[SAS Localities List](#)

# PARENTS & CARERS - KEY WORKERS



## What do we do?

We work in partnership with families and professionals to identify the family's/C/YP priorities and concerns and provide holistic emotional and practical support accordingly.

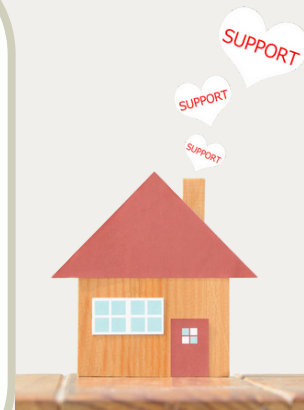
We work towards empowering families, not creating dependency, helping them to navigate the world of SEND.

We provide information and signpost to local services.

We help coordinate services by facilitating Team Around the Child / Young Person meetings.

We attend multi-disciplinary team assessment with colleagues from Child Development Centre/ Childrens Integrated Therapy Services.

Home visiting, parent workshops and group information and advice sessions



### Team Manager

Priya  
Perera

### Senior SEND Key Workers

Simmi  
Virdee

Debbie  
Frank

### SEND Key Workers

Clover  
Hazlewood

Molly  
Crawley

Angela  
Woodford

Vickie  
Franklin

Angie  
Upjohn

## What do parents say about us?

"As a family we immensely appreciate the assistance we've been offered as we tread this path of raising SEN children"

"She helped us tremendously with our child's needs - giving us excellent guidance and signposting where necessary"

"We could not have asked for more from our Keyworker"

Would you be interested in holding key worker drop-in events or information and advice sessions for parents at your school/setting?

Do you have any other suggestions or want to find out more about SEND Key working?

Please email [saskeywork@hillington.gov.uk](mailto:saskeywork@hillington.gov.uk)

# SENSORY



## HEARING SUPPORT

### Useful Links

Become a member of the [National Deaf Children's Society](#).

[Video on the role of a Teacher of the Deaf](#)

[Free British Sign Language course](#)



### Apps for learning British Sign Language:

**Lingvano** – This is an app similar to the popular language app Duolingo, that takes you through various signs and tests you on your understanding in a well sequenced series of learning modules.

**Sign BSL** – This is available for Android and Apple devices and for free online at [www.signbsl.com](http://www.signbsl.com).

**BSL Hands (One and Two)** – This is a project by Deaf Active North West which aims to teach 60,000 primary school children the basics of sign language.

### Chatter Tots

Chatter Tots is a unique group for pre school children with hearing needs and their families. All the activities during the sessions will be chosen to help your family's communication skills using spoken and/or sign language. There will also be opportunities to discuss your child and their specific needs. More info found [here](#).

### [Click here to view the Local NDCS Family Meet Up Opportunity](#)

This is an event for local families with deaf children who are interested in coming together to support one another.

Siblings and family members welcome!

**Saturday 14th October**



# EDUCATIONAL PSYCHOLOGY SERVICE



## Traded Service 2023 - 2023

If you would like to purchase EP time for this academic year, please make sure to apply soon here: <https://forms.office.com/e/2rPb6ZidEx>. Or email: [educationalpsychologyservice@hillington.gov.uk](mailto:educationalpsychologyservice@hillington.gov.uk); Tel: 01895 558 101.



## ELSA UPDATES

The ELSA (Emotional Literacy Support Assistants) training Cohort 4, spring 2023, is completed. Once you have completed the training, on-going supervision by the EP Service is required to maintain ELSA accreditation.

We will not be offering ELSA training this academic year (2023-2024) but will continue to offer half termly supervision for those who have completed the training. We will be developing a new project that runs in a similar vein and will focus on effective use of teaching assistants in schools.

Schools' ELSAs will take part in a survey to explore impact ELSA Training/ Supervision have had on their professional development, working with CYP and members of staff.

## EBSA Guidance

Emotional-Based School Avoidance (EBSA) leaflet will be sent to all schools with general advice which can be shared with staff and parents. Further work for schools on EBSA will take place during the autumn term.





# SEND STATUTORY SERVICE



# HILLINGDON

## LONDON



## Information for Professionals

### 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 [sentribunals@hillington.gov.uk](mailto:sentribunals@hillington.gov.uk).

### GUIDANCE

EHC Needs Assessment Application Template:  
<https://www.hillingdon.gov.uk/send-professionals>

#### SEND Panel

To attend SEND panel (every Wednesday 1pm virtually) please book a place via email:  
[echallis@hillington.gov.uk](mailto:echallis@hillington.gov.uk)

Please click for [SEND caseload school allocation](#).

### 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.

### 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.

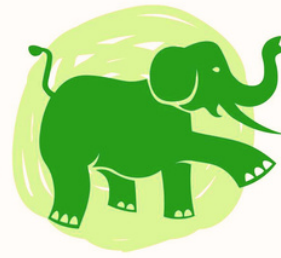
### STRONGER FAMILIES HUB

All referrals relating to Children and Families are now managed through our Stronger Families Hub. If you are a professional and are requesting EHCNA please follow the link below to request a statutory assessment for special educational needs. Please attach the EHC Needs Assessment Application Template from Information for SEND professionals - Hillingdon Council referring through:  
<https://www.hillingdon.gov.uk/stronger-families>.

Please note there is no need to call Stronger Families Hub for an update the SEND Service will provide letter with acknowledgment of the request and timeline for the decision and next steps.

If you would like support in completing annual review paperwork please contact Sheila ([swynn@hillington.gov.uk](mailto:swynn@hillington.gov.uk))

# CITS



## Hillingdon

**talks | moves | plays**

Children's Integrated Therapy Service

### **Children's Integrated Therapies Service Training 2023/24**

Mainstream Schools Speech and Language Therapy team have an updated resource to share. The

Infant School Pack has been reviewed and it's ready to be used by school staff. Resources include tips and classroom strategies for a range of speech and language therapy areas such as attention and listening, grammar, vocabulary, narrative skills and much more. [Please click here to access the link on the CITS website](#)

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.



Please visit the Children's Integrated Therapy Service website [www.cnwl.nhs.uk/children-integrated-therapy-service](http://www.cnwl.nhs.uk/children-integrated-therapy-service) for information about the service. This includes strategies and resources for parents and professionals as well as links to other useful websites.

[Please click here to view the CITS Training Flyer](#)  
2023-24.

# NOTICE BOARD

## ESF Impact form

A kind reminder to please complete the following form at the end of ESF Funding, to demonstrate the effectiveness of ESF over the last year. This form MUST be completed for your renewal applications to be considered. ESF Impact Form

## SEND Reviews

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.

Please sign up here for a SEND Review

Hillingdon's SEND teams are committed to improving the services we deliver to our families. **This short survey** forms part of our commitment to incorporate the voice of Hillingdon's families in how we plan and deliver the range of services we provide. The survey seeks your views on the quality of services you have received. It is anonymous and won't take long. Your feedback is important, and your support and cooperation is appreciated.

## Learn Hillingdon Adult Community Learning

We are here to support you grow a talented workforce. We have lots of professional development qualification courses to support your support staff including:-

- Understanding Autism Level 2 Certificate
- Understanding Adverse Childhood Experiences Level 2 Certificate
- Understanding Specific Learning Difficulties Level 2 Certificate
- Understanding Safeguarding and Prevent Level 2 Certificate
- Understanding Domestic Abuse Level 2 Certificate
- Understanding Children and Young People's Mental Health Level 2 Certificate

Most of these qualification courses are delivered online (via google meet) in the evening, Please contact [tdonnelly@hillingdon.gov.uk](mailto:tdonnelly@hillingdon.gov.uk) for more information or check out our website.

We still have some places available on Level 2, 3 and 4 for teaching assistance and early years professionals.

Remember to send us a copy of any job adverts for support staff, so that we can share this directly with our learners by contacting [zwilson@hillingdon.gov.uk](mailto:zwilson@hillingdon.gov.uk)

## Hillingdon Parent Carers Forum

This forum enables parents and carers to shape, design, develop, implement and review services in partnership with Hillingdon.

Participation from parents/carers makes a difference, and brings about change using first hand experience.

Please encourage your parents and carers to get involved!

Email: [HillingdonPCF@gmail.com](mailto:HillingdonPCF@gmail.com)  
Website: [Hillingdon PCF.com](http://HillingdonPCF.com)

Please use this link to see all the latest PCF updates

**Please click here to view the List of Useful Contacts**