



HILLINGDON  
LONDON

# SEND & INCLUSION NEWSLETTER

JANUARY 2024, VOLUME 20

HAPPY  
*new year*

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# SEND ADVISORY SERVICE



## Please click here to view the Hillingdon Post-16 Prospectus 2023-2024.

Our post 16 prospectus will help you make decisions about your next step - whether you're thinking about carrying on with your studying or enrolling on a traineeship or apprenticeship.

## Speech and Language Link Info

### Please click here to view the upcoming Speech and Language Link Trainings

There will be further bespoke Hillingdon training to follow

## My Support Plan Training Tuesday 5 March 2024 12:30pm - 3:30pm

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

- In addition to this, we will be looking at:
- Section F, where the 'Strengths' and 'Special Educational Needs' will need to be assessed within the different areas of need
  - Section G, identifying SMART outcomes for the 'Plan' and 'Do' aspect of the cycle. This will ensure that small steps are linked to the outcomes, therefore making the steps achievable.

**The training will run for 3 hours**  
**Location: Civic Centre Uxbridge**

**Please click HERE to sign up**

## Guidance

Non-Statutory Funding Guidance  
**(Updated Jan 2024)**

Hillingdon Banded Funding Model

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

## ESF Panel Information

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

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

# SEND ADVISORY SERVICE



## Send Notional Budget

Following the presentation at the November SENCO forum, about the SEND Notional budget, we would like to provide some clarification. The allocation of SEND funding 'notional budget' is to meet the needs of all pupils with SEND, (Reception and above), including those with EHCP and those at SEND Support. Some children at SEND support may only need £1000 but others may need more. This fluctuation should be accounted for within the allocated amounts. It is expected that children with high needs should be allocated a significant proportion of this budget, up to the threshold of £6000. If provision is costing more than this, then schools have the option to apply for additional 'top up' funding from their Local Authority, either through EHCP or Early Support Funding.

**Further information:** The requirement to identify this budget for their schools is set out in regulation 11(3) of the School and Early Years Finance (England) Regulations 2022. That regulation says that "the local authority must identify within each budget share an amount calculated by reference to the requirements, factors and criteria specified in Part 3 [that is, the various elements of the local schools funding formula] which are relevant to pupils with special educational needs; such amount must be calculated using a threshold sum of £6,000 per pupil below which the school will be expected to meet the additional costs of pupils with special educational needs from its [annual] budget share".

In discharging that responsibility, amongst other expectations set out in the SEND Code of Practice, mainstream schools are expected to:

1. Meet the costs of special educational provision for pupils identified as on SEN Support in accordance with the SEND Code of Practice; and
2. Contribute towards the costs of special educational provision for pupils with high needs (most of whom have education, health and care (EHC) plans), up to the high needs cost threshold set by the regulations (currently £6,000 per pupil per annum).



## ESF Banding Update

As discussed in the SENCO forums, ESF will be transferring, in phases, to the 'Banded Funding Model', in line with EHCP funding. From January 2024, all new applications for children from Reception upwards will be allocated the amount according to the banded funding model. Please note, it is imperative that the level of need is clear in the MSP to enable an informed decision, and banding will be allocated according to need and intervention required, not necessarily the hours being claimed for. More information on the banded model can be found here:

[Hillingdon Banded Funding Model](#)

# EARLY YEARS



## **Attention Hillingdon REFRESHER 01.02.2024**

Are you looking for new ideas or have lost your way a bit ?  
Attention Hillingdon activities will support the development of  
some of the Early Learning Goals 2021.

Do you want to know how to link Early Learning Goals to the  
delivery model?

This 1 day course aims to boost confidence and empower delegates  
to incorporate their own ideas into the lesson plan, effectively  
monitor and record pupil progress and understand what is  
required to become a Champion setting.

Please note only ONE PERSON per setting may attend.

When: 1st February 2024

Time: 09.30-16.00

Where: Committee Room 3

Civic Centre, Uxbridge, UB8 1UW

Course Description: 1 day refresher for those settings that have  
previously attended the original 2 day course.

**Please click here to sign up**

13/20 spaces available! You will be provided with a small amount of  
new bucket resources - No Charge.

It has been a year since the Early Years Team have changed the way  
it works with settings. We would like to gather your feedback on  
how this is for you and potential improvements we can make to our  
service.

**Please click here for the feedback form**



**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**



## **NEW Early Years Entitlement Funding**

Please can you complete  
the survey applicable to  
you, this is to gather your  
thoughts on the new  
funding to come into  
place in 2024.

**Group childcare  
provider survey**

**Childminder survey**

# SCHOOLS



## SENCO Forum

Thank you for joining us on Wednesday 17th January for our Early Years and School's SENCO Forums. Please see below the EYs and SENCO Forum Slides for your review.

### EY Slides

### School's 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 **Wednesday 20th March 2024, 1pm - 3pm**. Registration will end the Friday prior, and the Teams link shared.

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

## Celebrating Good Practice

William Byrd showed excellent practice through supporting a young pupil who was struggling to get into school in the mornings. They created a safe space for the young pupil to have a soft start at the beginning of the day, using the pupils interests.



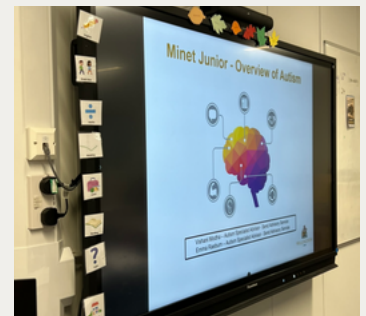
## Targeted Training Feedback

Minet Junior signed up for the Overview of Autism targeted training session, and their feedback was:

“Interesting facts about autism I didn't know about. Very interactive”

“Very informative. The trainers were very knowledgeable”

“Clear and engaging”



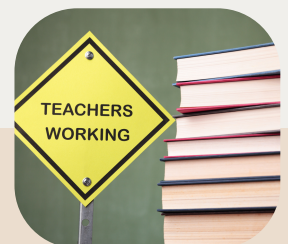
[Please click here to view the Whole School SEND: New Teacher Handbook](#)



**EBSNA Training will be returning soon!**



**[AET: Positive relationships between home and school](#)**



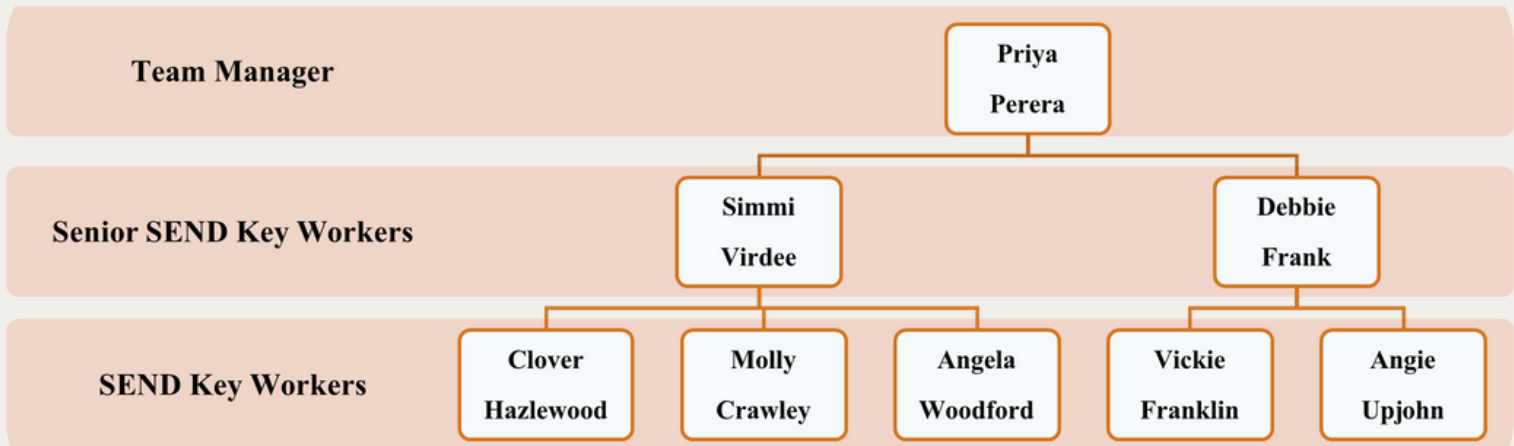
**[Education Support UK](#)**

# PARENTS & CARERS – KEY WORKERS



## Parent information & advice sessions

Just a reminder that in line with our new ways of working, when a referral is accepted for the SEND Key Working team, parents will initially be offered 'Parent information and advice sessions'. These group sessions are delivered over 3 weeks and cover:



## Coffee Mornings

Would you be interested in having someone from the SEND Key Working Team attend a parent coffee morning at your setting/school to talk more about what we offer?

If so, please contact the linked SEND Key Worker for your school/setting or email:

Simmi Virdee – Senior SEND Key Worker – [svirdee1@hillingdon.gov.uk](mailto:svirdee1@hillingdon.gov.uk)

Debbie Frank – Senior SEND Key Worker – [dfrank@hillingdon.gov.uk](mailto:dfrank@hillingdon.gov.uk)



## A reminder of what the SEND Key working team in SAS offers families:

- Emotional support eg: helping parental mental health and wellbeing
- Practical support eg: basic behaviour strategies, emotional regulation tools
- Information, advice and signposting eg: benefits, charities, local services
- Coordination of services eg: TAC meetings, transition support
- Parent workshops and group sessions

# SENSORY



## HEARING SUPPORT

### Useful Links

[Learn to fingerspell](#) | [Learning BSL \(ndcs.org.uk\)](#)  
Learn to fingerspell | Learning BSL

**Videos, posters and postcards to help you learn the British fingerspelling alphabet:**

[BSL videos and resources](#) | [Learning BSL \(ndcs.org.uk\)](#)  
[what-are-you-feeling-resource-digital 2023.pdf](#)

### NDCS PDF Resources

[Deaf Friendly Early Education](#)

[Deaf Friendly Teaching - Primary](#)

[Deaf Friendly Teaching - Secondary](#)

[Deaf Friendly Teaching FE 2020](#)



### Sign Language Week

Sign Language Week will be running from 14th - 20th March 2022 - Sign Language Week is celebrated each year in March.

 Signature

### Sign Language Week

Sign Language Week is a flagship awareness week for BSL and ISL, celebrated every year in March.

 Sign Language Week /

### NDCS Resources

The National Deaf Children's Society (NDCS) has comprehensive resources for supporting D/deaf children and young people in educational settings. Please click on the websites below:

[Early years education](#) | [Information for professionals \(ndcs.org.uk\)](#)

[Primary education](#) | [Information for professionals \(ndcs.org.uk\)](#)

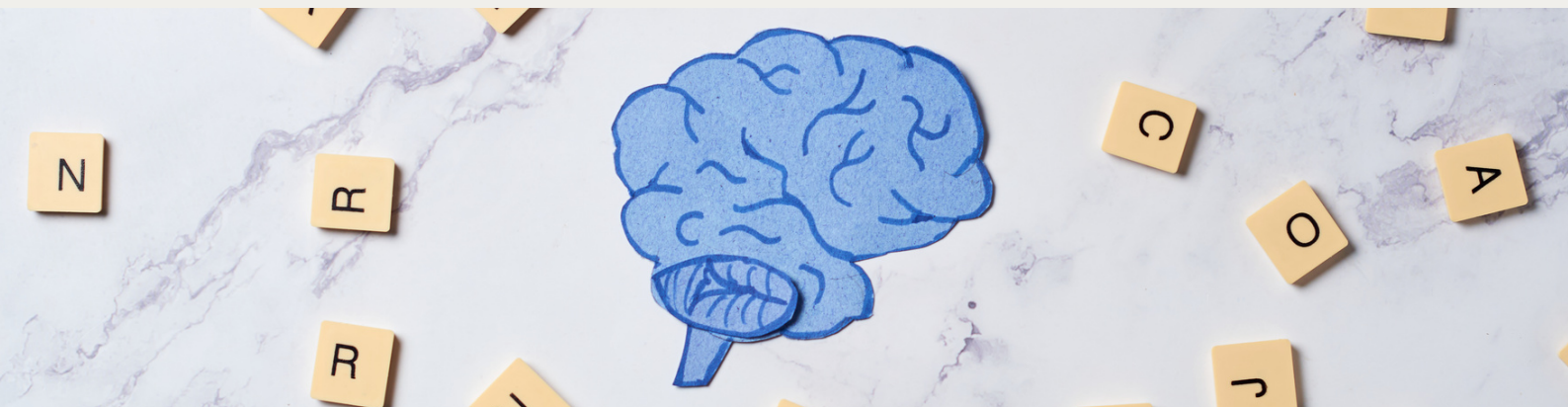
[Secondary education](#) | [Information for professionals \(ndcs.org.uk\)](#)

[Professional post-14 resources](#) | [Information for professionals \(ndcs.org.uk\)](#)

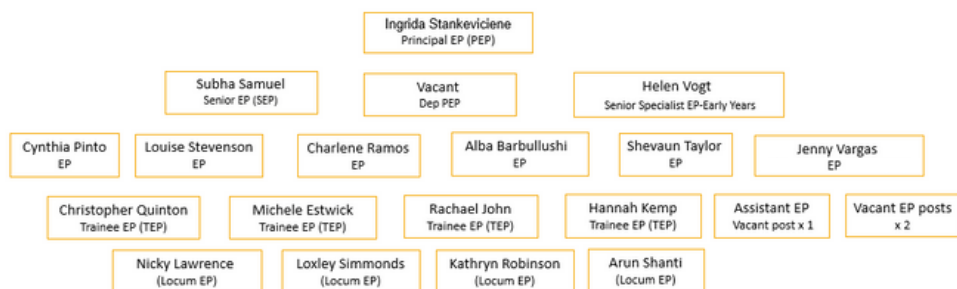




# EDUCATIONAL PSYCHOLOGY SERVICE



## Educational Psychology Service Team



**WOMAN MAKES HISTORY AS SPAIN'S FIRST ELECTED PARLIAMENT MEMBER WITH DOWN SYNDROME**

## ELSA UPDATES

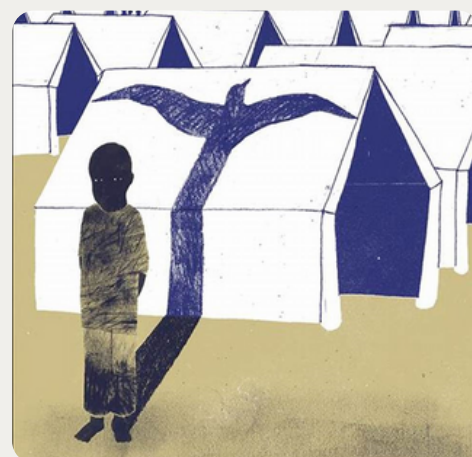
The Lead EP for ELSA (Louise Stevenson) has received a request for ELSAs, their line managers, and EPs to participate in research being carried out by a Year 3 Trainee EP (TEP) at the University of Nottingham as part of their thesis, with the working title: 'What helps and hinders the implementation of ELSA?' Further details are included in the attached recruitment poster and information sheet:

[ELSA Research Information Sheet](#)

[ELSA Research Recruitment Poster](#)

Please note, if you are interested in taking part, or have any additional questions relating to the research, please contact [educationalpsychologyservice@hillingdon.gov.uk](mailto:educationalpsychologyservice@hillingdon.gov.uk)

Mar Galcerán was voted into Valencia's regional assembly, in the east of the country. She is thought to be the first person with the genetic disorder to join a European regional or national parliament. Her appointment has been called "a huge step forward" and "an example of real inclusion."



The new Senior Specialist EP for Early Years - Helen Vogt - is working with settings to set up a Traded Service to support Early Intervention for children with SEND



Links to Refugee Project in Hillingdon EPs:  
Alba Barbullushi and  
Cynthia Pinto

EPS in Hillingdon is Trading with 73 schools (2 of those out of borough).

# 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

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.**



## Upcoming Training

Monday 29th January 2024 - Understanding sensory behaviour

Thursday 8th February 2024 - Classroom language games

Friday 15th March 2024 - Occupational therapy

Tuesday 23rd April 2024 - Creating an inclusive sports day

Wednesday 8th May 2024 - Speech and phonology

Thursday 23rd May 2024 - DCD

Tuesday 11th June 2024 - Stammering

# 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

## Free MoneySense SEND Resources!

From lesson plans to engaging activities, MoneySense has everything you need to bring financial education to life. Sign up today to download your free SEND resources and explore budgeting and saving with your class this winter.

Please click here to view the Pentland Field School Outreach Programme 23-24.

## 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

## NASEN: New online SEND CPD

Funded by the Department for Education as part of the Universal SEND Services programme, the new units explore the following themes:

Understanding executive function  
Memory for learning  
Developing Maths skills  
Person centred working

Why not set aside 20 minutes to sign in and get started today?

## 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: [HillingdonPCF.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