

# Liaise

SEND Information Advice and  
Support Service in Lincolnshire

## SEN support in mainstream schools

0800 195 1635

[liaise@lincolnshire.gov.uk](mailto:liaise@lincolnshire.gov.uk)

# Liase service in Lincolnshire

The Liase service in Lincolnshire provides free, confidential and impartial information, advice and support to children and young people with special educational needs and disabilities (SEND) and their parents and carers. We aim to ensure that the views of children, young people and their families are heard and included in decision making, in order to achieve the best possible outcomes and help prepare for adulthood. We can assist in a number of ways including telephone information and advice, attendance at meetings and help with completing forms and writing letters.

**To contact Liase please call 0800 195 1635 or email [liaise@lincolnshire.gov.uk](mailto:liaise@lincolnshire.gov.uk)**

This booklet is aimed at parents and carers and was produced with the help of a parent's reference group, with representatives from across the country. It is one of a series produced for Information, Advice and Support Services nationally. It contains information based on national policies and procedures and is impartial.

**Any words in bold are explained in the glossary booklet, also available from Liase.**

**Any text written within a box is a direct quote from the SEND Code of Practice (2015). This is statutory guidance, which means that all those to whom it applies should follow it, unless they can demonstrate good reason not to.**

**You can find the SEND Code of Practice and the SEND guide for parents and carers at:**

**[www.gov.uk/government/publications/send-code-of-practice-0-to-25](http://www.gov.uk/government/publications/send-code-of-practice-0-to-25)**

**[www.gov.uk/government/publications/send-guide-for-parents-carers](http://www.gov.uk/government/publications/send-guide-for-parents-carers)**

Further information can be found  
on our website  
[www.lincolnshire.gov.uk/Liaise](http://www.lincolnshire.gov.uk/Liaise)

Lincolnshire's Local Offer can  
be found at:  
[www.lincolnshire.gov.uk/SENDlocaloffer](http://www.lincolnshire.gov.uk/SENDlocaloffer)

## SEN support in mainstream schools

This information is about the support that mainstream schools must and should provide for children with special educational needs (SEN).

The **SEND Code of Practice** says:

All children and young people are entitled to an education that enables them to make progress so that they:

- achieve their best
- become confident individuals living fulfilling lives, and
- make a successful transition into adulthood, whether into employment, further or higher education or training (6.1)

## The duties on schools to make SEN provision

The **SEND Code of Practice** says mainstream schools must:

- use their best endeavours to make sure that a child with SEN gets the support they need – this means doing everything they can to meet children and young people’s SEN
- ensure that children and young people with SEN engage in the activities of the school alongside pupils who do not have SEN
- designate a teacher to be responsible for co-ordinating SEN provision – the SEN co-ordinator, or SENCO.
- inform parents when they are making special educational provision for a child
- publish an SEN information report and their arrangements for the admission of disabled children, the steps being taken to prevent disabled children from being treated less favourably than others, the facilities provided to enable access to the school for disabled children and their accessibility plan showing how they plan to improve access progressively over time (6.2)

## What is SEN support?

Every child with special educational needs should have **SEN support**. This means help that is additional to or different from the support generally given to most of the other children of the same age.

The purpose of SEN support is to help children and young people achieve the **outcomes** or learning objectives set for them by the school in conjunction with parents and pupils themselves.

Every school must publish an **SEN information report** about the SEN provision the school makes. You can find this on the school’s website. You can also ask your child’s teacher or the school’s Special Educational Needs Coordinator for information on the SEN provision made by the school.

The **Local Offer** also sets out what support it expects early years settings, schools and colleges to make for all children and young people with SEN or disabilities. You can find out about the funding of SEN support in our leaflet ‘Funding for SEN support in mainstream schools’.

SEN support can take many forms, including:

- a special learning programme for your child
- extra help from a teacher or a learning support assistant
- making or changing materials and equipment
- working with your child in a small group
- observing your child in class or at break and keeping records
- helping your child to take part in the class activities
- making sure your child has understood things by encouraging them to ask questions and to try something they find difficult
- helping other children work with your child, or play with them at break time
- supporting your child with physical or personal care, such as eating, getting around school safely, toileting or dressing.
- advice and/or extra help from specialists such as specialist teachers, educational psychologists, and therapists.
- When schools want to call in specialists, they should discuss and agree this with parents.

If you are not sure about the support that your child receives then you can talk to your child's teacher or to the Special Educational Needs Coordinator.

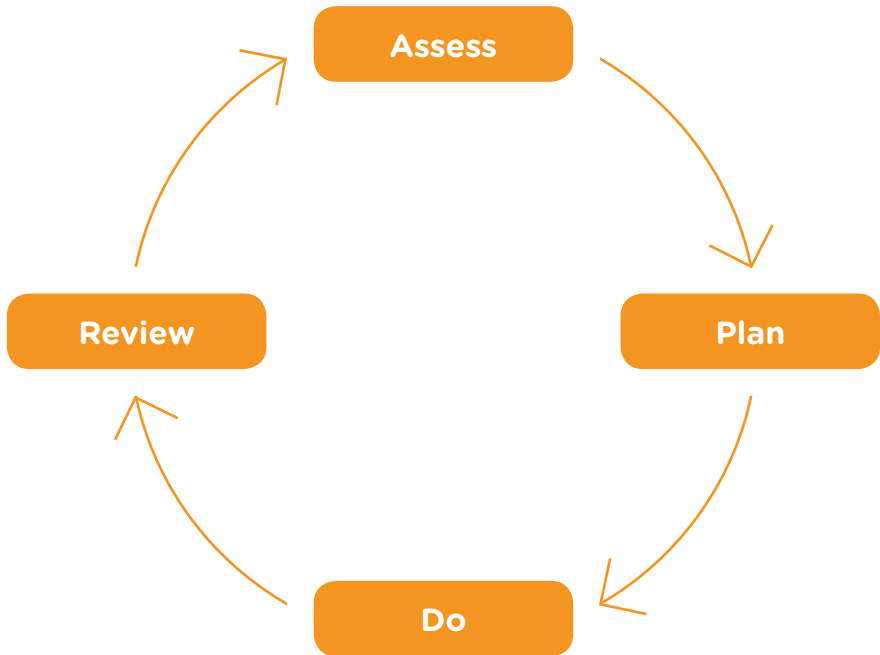
If you are not happy about the support your child has you can ask to talk to the Special Educational Needs Coordinator or headteacher. You can also find out more by looking at 'Where can I get more information, advice or support?' at the end of this leaflet.

## A graduated approach

The SEND Code of Practice says:

Where a pupil is identified as having SEN, schools should take action to remove barriers to learning and put effective special educational provision in place. (6.44)

When your child is identified as having SEN, the school should use a graduated approach based on four steps. These are:



## Assess

Teaching staff should work with the Special Educational Needs Coordinator to assess your child's needs, so that they give the right support. They should involve you in this and, where possible, seek your child's views. The SEND Code of Practice says:

Schools should take seriously any concerns raised by a parent. (6.45)

Sometimes schools will seek advice from a specialist teacher or a health professional. They should talk to you about this first.

## Plan

If the school decides that your child needs SEN support it must tell you. The school should agree with you the outcomes that will be set, what help will be provided and a date for progress to be reviewed.

## Do

Your child's class or subject teacher is usually responsible for the work that is done with your child, and should work closely with any teaching assistants or specialist staff involved. The school should tell you who is responsible for the support your child receives.

All those who work with your child should be made aware of:

their needs, the outcomes sought, the support provided and any teaching strategies or approaches that are required. (6.49)

## Review

The SEND Code of Practice says

Schools should meet with parents at least three times a year. (6.65)

The school should review your child's progress, and the difference that the help your child has been given has made, on the date agreed in the plan. You and your child should be involved in the review and in planning the next step.

If your child has not responded to the help they were given, the review should decide what can be done next. This may include more or different help.

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Sometimes it helps to involve other professionals to investigate the difficulties or to plan the next steps.

You and the school can look at the Local Offer to see what support should be available that could help achieve your child's outcomes.

Sometimes the next step may be to ask the local authority for an Education, Health and Care needs assessment. If the school decides to do this they must tell you. If you think it is needed you can ask for it yourself.



## Where can I get more information, advice or support?

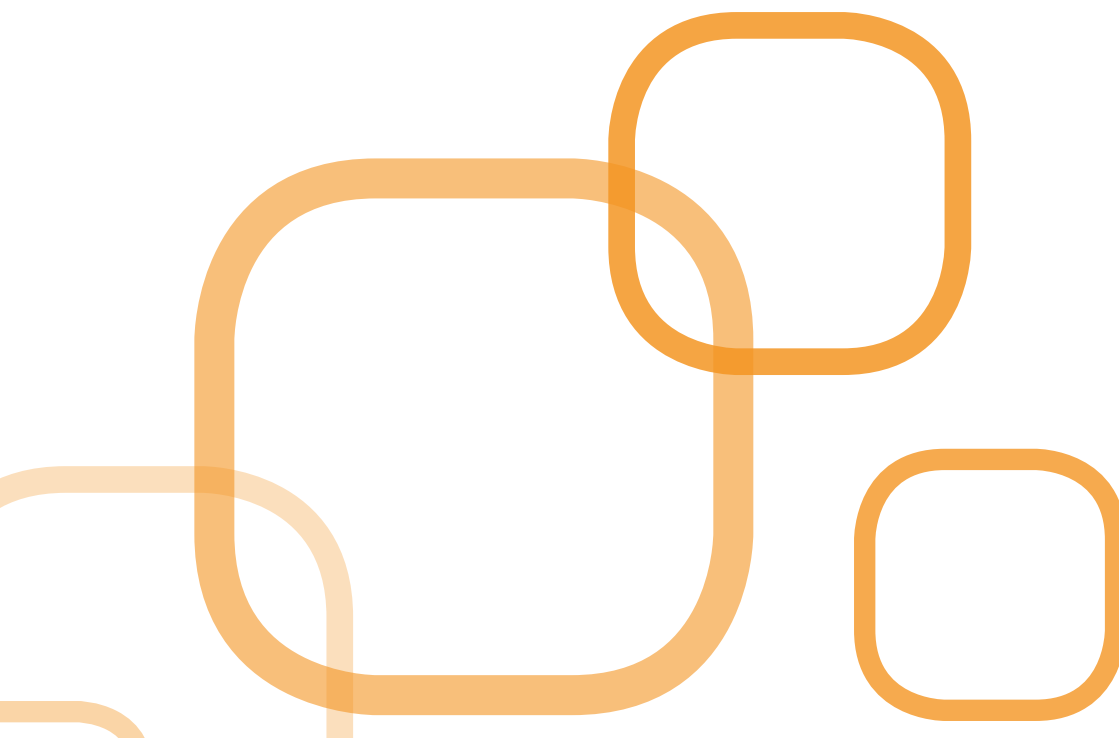
You can find out more about SEN Support by:

- looking at the SEN Information Report on the school website
- looking at the Local Offer
- talking to your child's teacher or the Special Educational Needs Coordinator
- reading Chapter 6 of the SEN Code of Practice

You can also get in touch with Liaise who can give you:

- information about SEN support, including information about SEN funding
- information about other organisations, support groups and information services that could help
- advice about what to do if you are not happy with the support your school is providing
- information and advice about your rights to request an Education Health and Care needs assessment.





## Liase booklets in the series are:

### The Local Offer

#### SEND Support in Mainstream Schools

#### Funding for SEND Support in mainstream schools

#### Education, Health and Care Needs assessment for children in early years settings or at school

#### Education, Health and Care Plans

### Personal Budgets for SEND

#### What do we mean by impartial information, advice and support

#### What if I do not agree with decisions about SEN provision?

#### Glossary

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For more information please contact Liase  
on **0800 195 1635** or email **[liase@lincolnshire.gov.uk](mailto:liase@lincolnshire.gov.uk)**

### Useful Links

#### Liase

Education, Health and Care Plans  
[www.lincolnshire.gov.uk/liase](http://www.lincolnshire.gov.uk/liase)

#### Local Offer

Education, Health and Care plans  
[https://lincolnshire.fsd.org.uk/kb5/lincs/  
fsd/advice.page?id=dpyL37oU4PU](https://lincolnshire.fsd.org.uk/kb5/lincs/fsd/advice.page?id=dpyL37oU4PU)

#### IPSEA

Checklist of EHC Plan sections  
[https://www.ipsea.org.uk/what-you-  
need-to-know/ehc-plans](https://www.ipsea.org.uk/what-you-need-to-know/ehc-plans)

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