



## SEND Flowchart for Parents

Here is a flow chart showing you the steps we take to support children with SEND.

We only move from one step to another if your child still needs more support and is not making good progress.

If your child makes excellent progress, we may decide to move back a step.

You will be involved every step of the way and please feel free to ask us if you have any questions!

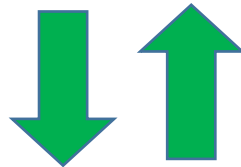
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### **Step 1 – Initial Concern**

You and/or teachers raise concerns about your child.

Concerns are discussed between parents or carers and the class teacher.

The SENDCo will be made aware of these early concerns.



### **Step 2 – Teacher Adapts**

The class teacher adapts work and/or re-organises classroom support to help your child to make better progress.



### **Step 3 – Booster Support**

The class teacher and TA work and/or re-organise support to help boost progress.

This may be a half or full term timescale.

School resources and/or expertise may be assigned to deliver the targets of the TLP.



### **Step 4 – TLP**

The child's needs are assessed in further detail and a TLP (Targeted Learning Plan) is developed with the SENDCo to support your child.

School resources and/or expertise may be assigned to deliver the TLP.



### **Step 5 – Support from External Agencies (Early Help)**

If it is felt that more specific advice is needed to support your child's needs, school will make a referral to external agencies.

We will ask for your consent and will explain the nature of our referral.

The SENDCo will then arrange a meeting and invite you and outside specialists to come along to discuss your child's needs, the provision school have put in place and how we can move forwards.

We need lots of information from you at this stage to help us to fully understand your child.



### **Step 6 – Education and Health Care Plan**

If it has been agreed by everyone at step 5, we will apply for an ECHP (Education and Health Care Plan) from the Local Authority.

This is where the Local Authority assesses your child's needs and gives the school extra resources to help us to support your child's learning and development.

This process takes around 20 weeks from start to finish and can be quite involved. Don't worry, we will help you through the process!



### **Step 7 – EHCP is in Place**

Once we have the EHCP, you will have a copy and have chance to come into school to discuss it so that you know exactly what is going to happen.

The EHCP will be reviewed once a (school) year and everyone that supports your child (including you) will be involved in the review to make sure that the Plan is working well.

If you have any questions or queries please contact our SENDCO

Mrs McLaughlin

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