



LEEDS PARENT CARER FORUM JARGON BUSTER

A

Academy	A state funded school in England which receives its funding from and is owned and controlled by central government, not a local authority.
ADHD/ADD	Attention Deficit Hyperactivity Disorder/Attention Deficit Disorder
Advice	Written reports from parents, teachers and other practitioners on a child's special educational needs.
Annual Review	The process of ensuring that a Statement of Special Educational Needs or Education, Health and Care plan continues to describe the child's needs and how they should be met though a meeting held once each year.
Apprenticeship	A paid job that includes training, leading to nationally recognised qualifications.
ASD or ASC	Autistic Spectrum Disorder or Autistic Spectrum Condition.
Assessment	Finding out what a child's needs are, what they can do and struggle with, usually through observing them at home, school and settings and by talking with people who know the child well.

B

BESD	Behavioural, Emotional and Social Difficulties
------	--



LEEDS PARENT CARER FORUM JARGON BUSTER

C

CAF	Common Assessment Framework. A method of assessment which can be used by social services, health or education. It is non statutory, i.e. does not replace statutory assessments.
CAMHS	Child and Adolescent Mental Health Services
Care Plan	A record of the health and/or social care services being provided to a child or young person.
CCG	Clinical Commissioning Group. This is an NHS organisation which brings together local GPs and health practitioners to take on commissioning responsibilities for local health services. A CCG plan and arranges the delivery of the health care provision for people in its area.
C&F Act	Children & Families Act 2014 An Act which reforms legislation to introduce changes that affect how children and young people with special educational needs and disabilities get the services and support they needed.
CHAD	A service for children and young people with complex health needs and disabilities.
Code or CoP	Code of Practice 2015 The Code of Practice is a document designed to help families, schools, local authorities, health services and other organisations make effective decisions regarding children with special educational needs and disabilities. This contains statutory guidance on the Children and Families Act 2014.
Commissioners	The people responsible for contracts with service providers.



LEEDS PARENT CARER FORUM JARGON BUSTER

Commissioning	When someone is paid to deliver a service.
Co-production	Equal partnership working between service providers, those in receipt of the service and their families.
CP	Cerebral Palsy. Physical impairment that affects movement. Mobility problems may vary from barely noticeable to extremely severe. Those with CP may also have sight, hearing, speech, perception and learning disabilities. Between a quarter and a third of children and adolescents with CP are also affected by epilepsy.
CSDPA	The Chronically Sick and Disabled Persons Act 1970. This is one of the main acts of parliament that entitle disabled people to social care.

D

Direct Payments	Payments that allow you to choose and buy the services you need yourself, instead of getting them from the council. Direct payments may be available for health care, social care and for the special educational provision in an EHC plan.
Disagreement Resolution	The dispute resolution service offered by a local authority to resolve disagreements between parents and the local authority. NB, This is not always an independence service and it does not necessarily mean mediation which has a specific meaning.
DLA	Disability Living Allowance
DfE	Department for Education



LEEDS PARENT CARER FORUM JARGON BUSTER

E

EA 1996	Education Act 1996
Early Years	Birth to 5 years
Early Years Provider	A provider of early education places for children under five. This can include state funded and private nurseries.
EFA	Education Funding Agency. An arm of the Department for Education. It allocates funding to local authorities for maintained schools and voluntary aided schools. It is also responsible for funding and monitoring academies.
EHA	Early Help Assessment
EHC Needs Assessment	An assessment of the education, healthcare and social care needs of a child or young person conducted by a local authority under the Children and Families Act 2014.
EHCP	An education, health and care plan as defined in section 37 (2) of the Children and Families Act 2014.
EHE	Elective Home Education
EHRC	Equality and Human Rights Commission
EP	Educational Psychologist. A professional employed by the local authority to assess a child's special educational needs and to give advice to school settings on how these needs can be met.
EqA or EQA	Equality Act 2010



LEEDS PARENT CARER FORUM JARGON BUSTER

ESNA	Extended School Non-Attendance
EYFS	The Early Years Foundation Stage. A statutory framework which covers children both in pre-school settings and in reception classes up to their fifth birthday.

F

Free School	A type of Academy
Further Education – FE	Full or part-time education for people over compulsory school age. The FE sector in England includes further education colleges, specialist colleges and adult education institutes. It does not include universities.

G

GDD	Global Development Delay
Graduated Response	Where a pupil is identified as having SEN, schools should take action to remove barriers to learning and put effective provision in place. This SEN support should take the form of a four-part cycle (assess, plan, do, review) to help gain a better understanding of the pupil's needs and tailor support accordingly. Schools must show evidence of a graduated response whereby they have sought advice, put appropriate interventions in place and evaluated progress before requesting additional or alternative provision through an EHC assessment.



LEEDS PARENT CARER FORUM JARGON BUSTER

H

HI	Hearing Impairment
Healthwatch England	Healthwatch England is an independent consumer champion, gathering and representing the views of the public about health and social care services in England. It operates both at a national and local level.
Home Authority	This usually means the local authority in which a child or young person is ordinarily resident (and which therefore has the responsibility to the child or young person under the Children and Families Act 2014).

I

IEP	Individual Education Plan. A plan which sets out the support a child is receiving in their school or other setting. There is no longer a specific requirement for children [Type text] with SEN to have a plan called an IEP under the Code but children with SEN may still have IEPs.
Inclusion	When anyone, regardless of impairment, is welcomed and supported to be involved. Inclusion should mean disabled and non-disabled people are supported to take part in activities together.
Independent School	A school that is not maintained by a local authority.
IS – Independent Supporters	A person recruited locally by a voluntary or community sector organisation to help families going through an EHC needs assessment and the process of developing an EHC plan.



LEEDS PARENT CARER FORUM JARGON BUSTER

J

Joint Commissioning	Working collaboratively across agencies to assess need, identify resources available, plan how to use resources and arrange service delivery. This also involves reviewing the services and reassessing need, with the aim of improving outcomes.
JSNA - Joint Strategic Needs Assessment	Assessment of the current and future health and social care needs of the local community.

K

Key worker	A trained individual who provides personalised support, co- ordination and/or advocacy for disabled children and young people and their families.
------------	---

L

Learning Difficulties	Problems or conditions which make learning harder than it is for most people
Legislation	Laws
LLS	Learning Support Services. An inclusion support service available to schools consisting of specialist teachers who offer consultancy, advice and training around many aspects of learning needs.



LEEDS PARENT CARER FORUM JARGON BUSTER

Local Area	The local area includes the local authority, clinical commissioning groups (CCGs), public health, NHS England for specialist services, early years settings, schools and further education providers. Local Areas in England are subject to inspection by the Care Quality Commission (CQC) and Ofsted in terms of their effectiveness in identifying and meeting the needs of children and young people who have special educational needs and/or disabilities.
Local Authority	A local authority in England. The local council responsible for managing services in your area. i.e. Leeds City Council
Local Healthwatch	The local version of Healthwatch England in a particular area.
Local Offer	A directory/ website outlining the provision available in the Local Area for SEND
LPCF	Leeds Parent Carer Forum – An independent forum run by parents of children with additional needs and disabilities for parents of children with additional needs and disabilities in Leeds.
LSA	Learning Support Assistant, also sometimes called Teaching Assistant (“TA”).

M

Mainstream School	A school which is for all children, not just those with special educational needs.
Maintained School	Schools in England that are maintained by a local authority – any community, foundation or voluntary school, community special or foundation special school.
Mediation	Where a trained person helps to sort out any area of conflict, A method of seeking to resolve disagreements by going to an independent mediator. Mediation must be offered to a parent or young person in relation to an EHC Plan. Mediation is not compulsory for the parent or young person but they will need to consider mediation before appealing the education parts of an EHC plan in most cases.



LEEDS PARENT CARER FORUM JARGON BUSTER

MLD	Moderate learning difficulties – not a legal term but often used in relation to the description of a school, i.e. an MLD school.
-----	--

N

National Curriculum	The framework which sets out standards and appropriate levels of achievement for children’s education. It also determines how performance will be assessed and reported. Children’s expected progress is currently determined by reference to standardised national curriculum “levels” which prescribe the expected attainment for pupils in each year group.
NEET	Not in Education, Training or Employment.
Networks	Groups of people that are interested in the same topic or area of work.

O

OCD	Obsessive Compulsive Disorder.
ODD	Oppositional Defiance Disorder.
OFSTED	Office for Standards in Education, Children’s Services and Skills. This is the body which inspects and regulates services which care for children and young people and those providing education and skills for learners of all ages.
OT	Occupational Therapist. Trained to give advice on equipment, adaptations and activities to support the learning/social development of people with physical, emotional or behavioural difficulties
Outcomes	What children and young people achieve and how their lives improve. For example, going to college, learning new skills, living on their own or getting a job.



LEEDS PARENT CARER FORUM JARGON BUSTER

P

'P' Levels	Performance levels used to assess a child who is not yet working within the national curriculum levels of attainment.
Panel	A decision making body who meet to match criteria for services, ie short breaks, EHC assessment.
Paediatrician	A doctor who specialises in children's health and may be responsible for the continuing care of children with SEN both before school entry and in special and mainstream schools.
PB	<p>Personal Budget.</p> <p>Money that is allocated to individuals to meet assessed needs in place of services that would otherwise be provided directly to the individual by statutory bodies. A Personal Budget is the notional amount of money which an LA has identified as necessary to secure the special educational provision in an EHC plan.</p>
PCP	A provision, criteria or practice (relevant for indirect discrimination and the duty to make reasonable adjustments under the EqA).
PDD	Pervasive Developmental Disorder
Personalisation	Putting the person at the heart of decision making and enabling people to have choice and control over their lives and support. Person centred practices and personal budgets are part of this approach.
PfA	Preparation for Adulthood (14 -25)



LEEDS PARENT CARER FORUM JARGON BUSTER

PMLD	Profound and Multiple Learning Difficulties.
Portage	Home-based educational support for pre-school children with SEN.
PRU	Pupil Referral Unit - for children who need to be educated out of school, often because they have been excluded.

R

RB	Responsible body of a school. (Usually Board of Governors)
----	---

S

SEN	Special Educational Needs
SENCO	Special Educational Needs Co-Ordinator. The teacher with responsibility for the co-ordination and planning of special educational needs provision within school or early years setting. Every school has a Senco.
SEND	Special Educational Needs and/or Disabilities
SENDIASS	SENDIASS stands for Special Educational Needs and Disability Information, Advice and Support Service.



LEEDS PARENT CARER FORUM JARGON BUSTER

	Each Local Authority has to have its own SENDIASS who offers free, impartial and confidential information, advice and support to children and young people with special educational needs and disabilities (SEND) and their parents and carers.
SENDAP	SEND and Alternative Povision
SEND Reforms 2014	The SEND reforms aim to deliver a simpler, joined up, person centred system for the provision of education, health and social care for children and young people from age 0 - 25 with special educational needs and/or disabilities.
SEND Tribunal	The First-tier Tribunal, Special Educational Needs and Disability – sometimes referred to by its former name “Sendist”.
SEMH	Social Emotional and Mental Health Needs
SENSAP	Special Educational Needs Statutory Assessment and Provision Team. Department in the Local Authority who are responsible for EHCPs and school allocation.
SEP	Special Education Provision
Short Breaks	An opportunity for parents and carers of a disabled child to have a break from their caring arrangements, and for their child to have a positive and enjoyable experience.
Short Breaks Statement	An Annual publication outlining the short breaks that a Local Authority offer.
SILC	Specialist Inclusive Learning Centre. Specialist schools for children who require more support than can normally be provided in mainstream schools.
SLD	Severe learning difficulties – not a legal term but often used in relation to the description of a school, i.e. an SLD school.



LEEDS PARENT CARER FORUM JARGON BUSTER

SLT or SALT	Speech and Language Therapy, sometimes used to refer to the Speech and Language Therapist , trained to give specialist assessment and advice for children with communication difficulties.
Specialist Provision	Specialist provision generally refers to support and services provided by specialists in education, health or social care following individual referral and specialist assessment.
Specialist School	A school which is specifically organised to make special educational provision for pupils with SEN.
Supported Internship	A structured study programme, based with an employer that is tailored to the individual needs of the young person which will equip them with the skills they need for the workplace.
Studio School	A type of Academy

T

TAC Meeting	Team around the child meeting.
Traineeship	A programme for young people who want to work but who need extra help to gain an apprenticeship or a job. Traineeships will give young people the opportunity to develop the skills and workplace experience that employers require.
Transition	When a young person moves from class to class, a different setting or children to adult services.
Tribunal	An independent body which hears appeals against decisions made by the local authority on statutory assessments and EHC Plans.



LEEDS PARENT CARER FORUM JARGON BUSTER

U

Universal Services	Services provided to all Children and Young people in the area.
--------------------	---

V

VI	Visual Impairment
----	-------------------