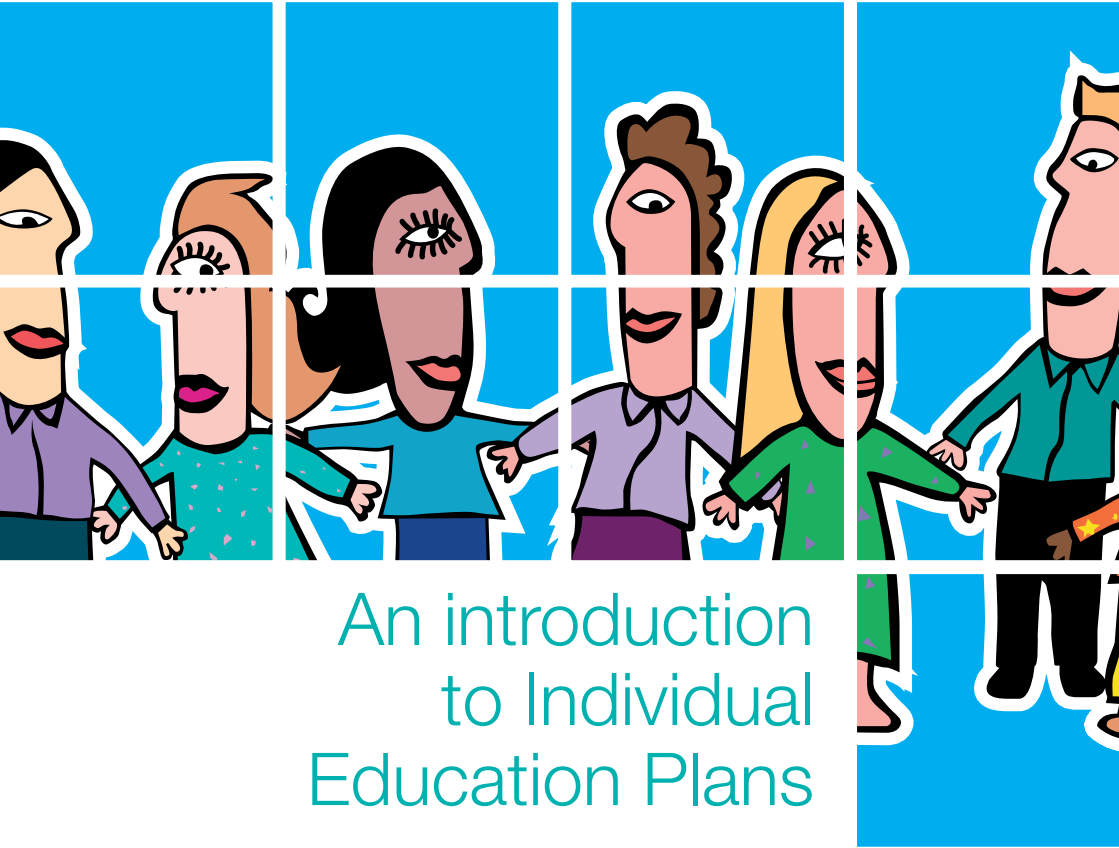


# Parent Partnership Barnet



## An introduction to Individual Education Plans

Supporting parents of children  
with special educational needs

## What is an Individual Education Plan (IEP)?

The Code of Practice 2001 stresses that an IEP is a very important planning, teaching and reviewing tool for individual pupils with special educational needs (SEN).



The Special Educational Needs Co-ordinator (SENCo) and other teachers should talk to you about the IEP they are developing for your child.

All children receiving special educational needs support at School Action or School Action Plus or those who have a Statement of SEN should have an IEP.

The IEP will also be used by the local authority in considering whether a statutory assessment is required and to monitor progress for children with statements of special educational needs at an annual review.

The IEP will set learning targets and it is important they are:

- **specific** – the targets need to be very precise;
- **measurable** – you can see if a target has been achieved
- **agreed by all** – parent, child and school
- **realistic** – the child can achieve them
- **time-related** – the targets can be met in a set time

It is suggested that there should be no more than four different targets at any one time.

The IEP should only record that which is additional to or different from the National Curriculum.

## What should the IEP cover?

- what special help is being given
- how often your child will receive help
- who will provide the help
- what the targets for your child are
- how and when your child's progress will be checked
- what help you can give your child at home

### Please note:

It may not be called an IEP by the school but as long as the content is the same it doesn't matter what it is called.

Parents should be involved in the IEP meetings and should receive a copy of the IEP.

## When should an IEP be reviewed?

IEPs should be reviewed at least twice a year for school aged children and three times a year for pre-school children. The SENCo will normally arrange the reviews. Parent's views on the child's progress should be sought and the child should be consulted as part of the review process.

### Reviews should focus on:

- the help given by both the school and parents
- the child's progress
- how effective the Individual Educational Plan is
- updated information and advice
- future action

If you need any further advice or support please  
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