

	Glossary of Terms used in Barnet
AAC	<p>Augmentative and Alternative Communication (AAC) is the term used to describe various methods of communication that can 'add-on' to speech and are used to get around problems with ordinary speech.</p> <p>This might include making gestures or pointing, using pictures or photos, or using computer technology to support communication.</p>
Academy school	Academies are independent, publicly-funded schools, which receive their funding directly from central government, rather than through a local authority
Academy chain	A partnership between a group of Academies
ADD	Attention Deficit Disorder - is a collection of traits characterised by symptoms of selective attention, distractibility and impulsive behaviour.
ADHD	Attention Deficit Hyperactivity Disorder - The four main qualities that define A.D.H.D. are difficulties paying or sustaining attention, distractibility, impulsive behaviour and hyperactivity.
Advice for a Statutory Assessment	Information provided by professionals, parents or the young person to inform the local authority about the child or young person's needs.
Advisory Teachers	Employed by the local authority some as part of the traded service to schools, to provide specialist advice to schools and settings for children with physical disabilities, visual impairment, hearing impairment, specific learning difficulties, autism spectrum conditions and behavioural difficulties.
Annual Review	The review meeting that takes place at least once every twelve months to look at the details of the Statement or the Education Health and Care Plan (EHCP), to record the child's educational progress and plan for the year ahead. Teachers, parents and other professionals are invited to the review meeting. The child or young person is also invited to attend for all or part of the meeting.
APDR	<p>Assess, Plan, Do and Review</p> <p>This is a way of describing a cycle of support where settings assess the needs of a child or young person, plan and provide support, and review and evaluate that support so that it can be adjusted if necessary.</p>

Area SENCo	Early years and childcare settings receive support from an Area SENCo from the Pre-school Inclusion Team
ASC	Autism spectrum condition (sometimes called ASD – Autism Spectrum Disorder or AS –Autism Spectrum) Autism is a lifelong, developmental disability that affects how a person communicates with and relates to other people, and how they experience the world around them. It is called a spectrum because while people with an asc may share certain difficulties, being autistic will affect them in different ways. Asperger syndrome is a form of autism
Assessment	This involves building a picture of a child or young person’s abilities, difficulties, behaviour, his or her special educational needs and the support required to meet those needs. A statutory assessment is a formal procedure conducted by the local authority which involves the collection of information from as many people as possible who have detailed knowledge of the child or young person. This may lead to the issue of an Education Health and Care Plan.
Audiologist	Health professional that specialises in identifying and treating hearing needs
BEAM	Barnet Early Autism Model (BEAM) A specialist home based service for families of pre-school children with a confirmed diagnosis of autism. BEAM works in partnership with parents in their homes to develop learning opportunities and support their transition into an educational setting.
BEETs	Barnet Education, Employment and Training Support Careers Advice Service The BEETs team provides help, information and careers guidance for young people in Barnet who are leaving year 11. This includes: <ul style="list-style-type: none"> • full time education or training in a school, college or training provider • applying for an apprenticeship or traineeship • getting a job, becoming self-employed or a volunteer for more than twenty hours a week, doing part-time training or education alongside (usually approximately one day a week).
Behaviour Support Plan	A behaviour support plan is used to support behaviour change in a child or young person. It is based upon the principle that if you can teach someone a more effective and more acceptable behaviour than the challenging one, the challenging behaviour will reduce. It also describes ways of making changes to the environment which are supportive to the young person’s needs.

CA	Classroom Assistant sometimes referred to as a TA (Teaching Assistant or LSA (Learning Support Assistant))
The C & F Act 2014 or CAFA	The Children and Families Act 2014. The aim of the Act is that children and young people with special educational needs and disabilities achieve well in their early years, at school and in college and lead happy and fulfilled lives.
CAF	Common Assessment Framework The CAF provides a framework which can be used by practitioners/professionals across different agencies to assess the needs of a young person and their family to support early intervention and support within the community. This is a voluntary process and requires families permission.
CAMHS	Child and Adolescent Mental Health Services. This is an NHS service offering assessment and treatment when children and young people have emotional, behavioural or mental health difficulties.
Caseworker	A named officer in Special Educational Needs Assessment and Placements Team of the local authority who will support you through the statutory assessment process
CCG	Clinical Commissioning Group. This is an NHS organisation which brings together local GPs and health professionals to plan and arrange the delivery of the health care provision for people in its area.
Child Protection Plan	A child protection plan is the plan put together by social care, details the ways in which the child is to be kept safe, how health and development are to be promoted and any ways in which professionals can support the child's family.
CIN	Child in Need describes a child or young person who has been assessed by Social Care as needing some additional support for them or their family.
Clinical Psychologist	A clinical psychologist focuses on diagnosing and treating mental, emotional, and behavioural disorders. They might also treat children and young people with learning disabilities, substance abuse, depression, anxiety, and eating disorders.
Code of Practice or COP	The Special Educational Needs and Disability Code of Practice 2015

	<p>A Department for Education (DFE) guide to schools, education settings and local authorities based on the Children and Families Act 2014. The document outlines the staged approach they must follow when identifying children and young people with special educational needs. Settings and Local Authorities must have regard to the Code when working with children and young people with SEN (Special Educational Needs)</p>
Community School	A school which is maintained by Barnet as the Local Authority
Community Special School	A school for children or young people with special educational needs, maintained by Barnet as the Local Authority
Core funding	<p>The high needs funding system is used nationally as way of calculating the amount of money needed to support provision for pupils and students with SEN and disabilities (SEND), from their early years to 25.</p> <p>There are two main parts of the national high needs funding system: Core funding and top-up funding Core funding is already in the budget for schools and academies so they can make provision for children and young people with special educational needs and disabilities from within their own budget. In Barnet, this is known as 'Ordinarily Available'.</p> <p>Top up (or 'high needs') funding is for individual pupils who may need additional funding for support over and above what might be ordinarily available. This additional money will come from the local authority and is usually used to fund support for children and young people with Education Health and Care Plans.</p>
CSDPA	The Chronically Sick and Disabled Persons Act 1970. This is one of the main Acts of Parliament which entitles disabled people, who meet the criteria, to support from social care
DAT	Duty and Assessment Team – part of the social care service. DATs assess cases at the threshold for children in need and child protection, and pass the cases where appropriate for longer term support to the Intervention and Planning or Child in Care Teams or step down to the CAF team.
DCD	<p>Developmental Coordination Disorder</p> <p>Also known as dyspraxia, is a common disorder affecting fine and/or gross motor coordination in children and adults</p>

DEAs	Disability Employment Advisers (DEAs) based at the Jobcentre Plus provide specialist support on employment issues affecting people with disabilities and carers.
DFE	Department for Education. The Department for Education is responsible for education and children's services in England.
Direct Payments	Payments made directly to the family or young person so they can buy in services for themselves. Direct Payments may be available for health care, social care and for the special educational provision in an EHC plan.
Direct Me	Direct me provides information on services and activities for children, young people and their families in Barnet.
DSA	Disabled Students Allowance- an allowance for undergraduate or post graduate students who have a disability or long term health condition which affects their ability to study. It can be used to pay for things like special equipment, a note taker or transport costs.
Disagreement Resolution (sometimes called Dis Res)	An independent dispute resolution service offered by a local authority to resolve disagreements between parents and the local authority This is a different service to mediation which is explained below.
DLA	Disability Living Allowance (DLA) is a tax-free benefit for disabled people who need help with mobility or care costs. DLA is ending for people who were born after 8 April 1948 and are 16 or over. DLA is being replaced by Personal Independence Payment (PIP)
Draft EHC Plan	Before the final version of an Education, Health and Care Plan is issued, the local authority sends out a draft. This allows the parent or young person to consider the contents of the EHC plan. They have 15 days in which to make comments about the Plan before it is finalised.
Dyslexia	Dyslexia is common type of learning difficulty that can cause problems with reading, writing and spelling.
Dyspraxia	Dyspraxia, a form of developmental coordination disorder (DCD) is a common disorder affecting fine and/or gross motor coordination in children and adults. It may also affect speech.

Early help assessment	A social care assessment of a child and family, designed to identify needs at an early stage and enable suitable help to be put in place to support the family.
Early years setting/ Early Years provider	A setting that that delivers early education to children from birth to 5. These can be in schools, and in the private, voluntary or independent sectors and may include nurseries, children's centres, pre-school playgroups and private day nurseries or accredited child minders.
EDT	Emergency Duty Team (Social Care) Outside of office hours, care and welfare concerns about children and young people that need an immediate response should be reported to the Emergency Duty Team.
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, University Technical Colleges and free schools.
EHC Needs Assessment	An assessment of the education, health care and social care needs of a child or young person between the ages of 0-25 conducted by a local authority under the Children and Families Act 2014.
EHC Plan or EHCP	An Education, Health and Care plan (EHCP) describes a child or young person's aspirations, the outcomes they are working to achieve and the help they require to fulfil these. EHC plans replaced Statements of Special Educational Need and Section 139 Learning Difficulty Assessments (LDA). Statements which are eligible will be transferred to an EHCP by April 2018. EHC Plans can be made for young people between the ages of 0-25 years who are in an early years setting, school or college but not in university.
Elective Home Education	Parental decision to provide education for a child at home or outside of a school setting.
EP	Educational Psychologist A person who is a qualified teacher and has additional qualifications in educational psychology. An educational psychologist, employed by the local authority, will give advice and support to teachers and parents on how a child's needs can be met.
EqA or EQA	The Equality Act 2010. The Act legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some

	situations.
EWO	Education Welfare Officer A local authority officer who helps parents and schools meet their respective legal obligations in relation to school attendance.
Exceptional circumstances funding	Exceptional Circumstances funding is a sum of money put aside by the local authority to cater for unforeseen and exceptional SEN that may arise in mainstream nursery, primary and secondary schools.
FE	Further Education. The FE sector in England includes further education colleges, sixth form colleges, specialist colleges and adult education institutes. It does not include universities. A college offering continuing education to young people over the compulsory school age of 16.
Federation	When two or more schools have a formal agreement to share governance arrangements and work together.
First tier Tribunal (SEN and Disability)	See SENDIST An independent body that hears appeals from parents against decisions made by the local authority
Free Schools	Free schools are funded by the government but are not run by the local council. They have more control over how they do things.
FYi	Barnet's Families and Young People's Information service. This provides information, advice and guidance for families who have children up to the age of 20. They also provide this service to professionals who work with children, young people and families.
Graduated approach	A four part cycle for assessing, planning, delivering and reviewing provision for young people with SEN.
Gross motor skills	Use of the large muscles that aid sitting, standing, walking etc
HLTA	Higher Level Teaching Assistant A Higher Level Teaching Assistant (HLTA) will usually have more responsibility for supporting children with special educational needs and may have additional qualifications.
HI	Hearing Impaired
High Needs Funding	High Needs or 'top up' funding is for individual pupils who may need additional funding for support over and above what might be ordinarily available from the funding that settings already have in their budget (core funding). This additional money will come from the local authority and is usually used to fund support for children and young people with Education Health and Care Plans.

Inclusion	Educating children and young people with special educational needs, together with children and young people who do not have special educational needs, wherever possible. Ensuring that they engage with the activities in the school or setting together with other children.
IEP	Individual Education Plan A learning programme devised by the school or setting for an individual with Special educational needs. It will include what the young person can do now, what they need to learn next and how they will be taught. The IEP will be developed with parents and the young person and reviewed termly. An IEP may also be referred to as an ILP (Individual Learning Plan) or LSP (Learning Support Plan) or PLP (Personal Support Plan)
Independent living	Support for adults to live in the community rather than a residential setting
Independent Parental Supporter	Independent Supporters are independent from the Local Authority and are specially trained to provide a range of advice and support relating to Education Health and Care Plans. In Barnet, Independent Supporters are provided through Barnardo's and Barnet SENDIASS (Special Educational Needs and Disability Information, Advice and Support Service)
Independent school/Private school	Schools that charge fees to attend, rather than being funded by the government. They are profit making. None maintained schools are private schools that are non- profit making.
Infant school	A school for pupils aged 4/5-7 years arranged in Years; Reception, Year 1 and Year 2
JMI	Junior Mixed Infant - A school for pupils aged 5-11
Key Stage	The different stages of education that a child passes through: Early Years Foundation Stage – 0-5 (Early years setting, Nursery and Reception) Key Stage 1 – age 5-7 (Years 1 and 2) Key Stage 2 – age 7-11 (Years 3,4,5,and 6) Key Stage 3- age 11-14 (Years 7,8 and 9) Key Stage 4 – age 14-16 (Years 10 and 11)
LA	Local Authority – the local government body which takes a strategic lead in the education of children and young people in the area. The main role of the local authority (LA) is to:

	<ul style="list-style-type: none"> • ensure sufficient school places • assess and provide home to school transport • provide support services for schools • assist the government in implementing initiatives and legislation relating to schools, children and families • have responsibility for making statutory assessments and maintaining Statements or EHC plans.
Learning difficulties	A child has learning difficulties or special educational needs if he or she finds it much harder to learn than most children of the same age. This means that they can have difficulty understanding new or complex information, learning new skills or managing independently. Learning difficulties can be mild, moderate or severe.
LDA	<p>Learning Difficulty Assessment.</p> <p>These have now been replaced and young people, who have special educational needs and require high levels of support that are not normally available to other students, and who remain in education or training, will have an Education, Health and Care Plan if this is required.</p> <p>Young people who have an existing LDA will go through a transition process to change their LDA to an EHC plan if required.</p>
Lead Professional	Where there are a number of different agencies supporting a child or family, one person takes the role of Lead Professional in leading the Team Around the Child Meetings (TAC Meetings) Their role is to bring services together and ensure that they are working together in an integrated way in order to achieve the best possible outcomes for the child and family.
Learning Mentor	School staff who work with teaching and pastoral staff to assess, identify and work with those pupils who needs extra help to overcome barriers to learning inside and outside school.
Local Offer	The Local Offer is a guide to the services in Barnet that are available for children and young people with special educational needs (SEN) and disabilities aged from birth to 25. The Local Offer is co-produced and developed in conjunction with parents, carers, and children and young people with SEN and disabilities
LSA,CA/TA/SSA / STA	Learning Support Assistant, also sometimes called a classroom assistant (CA) Teaching Assistant (TA), Specialist Support Assistant (SSA) or Specialist Teaching Assistant (STA). An LSA will provide additional support in schools, usually for pupils with special educational needs
Mainstream	An ordinary school that most children and young people attend

school	which is usually local to where they live.
Maintained school	Schools which are 'maintained' by the local authority. These include: Community schools – controlled and run by the local authority Foundation and Trust schools – schools run by their governing body Voluntary Aided (VA) schools – usually faith schools Voluntary controlled (VC) schools – like VA schools but run by the local authority
MASH	Multi-Agency Safeguarding Hub (MASH) Team – part of the social care service. The MASH acts as the front door for all referrals, assessing threshold and risk to ensure assessment and services offered are timely, safe and appropriate.
MATs	Multi Academy Trust Where a number of Academies work together in a MAT, each school will have its own governors, but the group also forms a single MAT which has overarching responsibility for the strategic planning and governance of the group.
Mediation	Mediation arrangements are specifically linked to decisions about EHC needs assessments and plans. If parents and young people wish to make an appeal to the Tribunal, they may only do so after they have contacted an independent mediation advisor and discussed whether mediation might be a suitable way of resolving the disagreement.
Mental Capacity	Under the Children and Families Act 2014, from the end of the year in which they turn 16 a young person has the right to make some or all of the decisions for themselves. Each case has to be considered on an individual basis in the light of the circumstances at the time.
MLD	Moderate learning difficulties – people with moderate learning difficulties or disabilities are likely to have significantly lower attainment in most areas of the curriculum, much greater difficulty in understanding concepts and may have low self-esteem, speech and language difficulties and under developed social skills.
Motability	A national charity that helps eligible disabled people to afford the vehicle or adaptations they need. Applicants must be in receipt of Higher Rate mobility component of Disabled Living Allowance (DLA) or Personal Independence Payment (PIP).
Multi-disciplinary Assessment	When professionals from a range of services work together to give advice to schools or families eg, speech and language therapist, paediatrician, and clinical psychologist

National Curriculum	<p>The national curriculum is a set of subjects and standards used by primary and secondary schools so children learn the same things. It covers what subjects are taught and the standards children should reach in each subject.</p> <p>Other types of school like academies and private schools don't have to follow the national curriculum. Academies must teach a broad and balanced curriculum including English, maths and science and religious education.</p>
Non-maintained Special School	A non-profit making special school which charges fees. Most non-maintained special schools are run by charities or charitable trusts.
Nursery Class	Class for under 5's within a primary school
Nursery School	Runs as a separate school for under 5s with its own head teacher
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.
OCD	Obsessive Compulsive Disorder. OCD is a mental health condition characterised by obsessive thoughts that cause heightened anxiety and compulsive ritualistic behaviour the person thinks is necessary to try to temporarily relieve the unpleasant feelings brought on by the obsessive thought.
Ordinarily Available	This describes the provision that schools are expected to make out of the budgets that have been delegated to them by the local authority. A description of 'ordinarily available' is set out in a document produced by the local authority in conjunction with state funded education settings in Barnet.
OT	Occupational Therapist/Occupational Therapy An OT provides practical support to enable children and young people to overcome difficulties with daily life. They are trained to assess how to maximise and maintain individual independence in everyday living skills. They can advise on aids, equipment or home adaptations that might help children manage more easily.
Outcomes	An outcome describes a difference that will be made to an individual as a result of special educational and other provision. Outcomes must be specific, measurable, agreed, realistic and time bound (SMART)
Paediatrician	A consultant doctor who specialises in children's health and can

	refer a child or young person to other specialists. May work with young people up to the age of 18.
Parent	Under section 576 of the Education Act 1996, a parent includes any person who is not the parent of the child, but has parental responsibility for them, or who cares for them.
Parent Carer Forum	This is a group of parents and carers children with special educational needs and disabilities in Barnet who work with local authorities, education, health and other services to make sure that the services they plan and deliver meet the needs of disabled children and families.
Personal Budget	Personal budgets are given to people who are eligible for help from the council. It is the amount of money available to them to get the social care support they need. Parents, Carers and young people also have a right to request a personal budget to deliver certain aspects of an Education, Health and Care Plan.
PEP	An element of a care plan maintained by the local authority relating to looked after children, which sets out the educational needs of the child.
PFA or Preparing for Adulthood	Preparing for adulthood should start early and centre around the child or young person's own aspirations, interests and needs. It means preparing for higher education and/or employment; independent living; participation in society and being as healthy as possible in adult life.
Physiotherapist	A person trained to assess movement and physical development such as balance, co-ordination, ability to sit, stand and walk. They advise on how to best help a child or young person to develop movement further, or keep as much movement as possible and on aids such as seating and the amount and type of physiotherapy needed. They may work together with an occupational therapist to advise on equipment aids and adaptations to the home and school or setting. This service is provided through the local NHS Trust
PIP	Personal Independence Payment (PIP) This replaces the Disability Living Allowance (DLA) at age 16. PIP is designed to help with some of the extra costs caused by long-term ill-health or a disability for people between the ages of 16 to 64.
PMLD	Profound and Multiple Learning Difficulties. People with PMLD face many of the same issues as other people with a learning disability but to a greater extent. They may have more than one disability, including a profound learning disability and have greater difficulty communicating and have limited understanding. They

	may also have complex health needs and need a high level of support with most aspects of daily life.
Pre-school Inclusion Team	Area SENCOs in the Pre-school Inclusion Team promote inclusive learning environments within each of Barnet's private, voluntary and independent pre-schools, children's centres and to network childminders. The team provide support to the SENCO (Special Educational Needs Co-ordinator) in each early years provision in order to help her/him to carry out the SENCO role and duties. Area SENCOs may link with the Specialist Advisory Service and the Educational Psychology Service when the child starts full time school.
Provision Map	A way in which a school or setting lays out programmes and approaches which show how they meet a child's needs across all areas of the curriculum
PRU	Pupil Referral Unit: is an alternative to mainstream school which offers a range of educational programmes for young people unable to attend mainstream schools for a variety of reasons including social, emotional, behavioural and medical difficulties.
Resourced Provision	Specialist provision within a mainstream school
RPA-Raising of the Participation Age	The government has raised the participation age so that all young people in England must stay on in education and training until their 18th birthday. RPA does not necessarily mean staying in school; young people have a choice about how they continue in education or training post-16. This could be through; full-time study in a school, college or with a training provider; full-time work or volunteering combined with part-time education or training or an apprenticeship or traineeship
Secondary school	A school for pupils aged 11- 18 years
SEN	Special Educational Needs
SENCO	Special Educational Needs Co-ordinator – the teacher with responsibility for co-ordinating special help for children with SEND at their school.
SENDIASS	Barnet Special Educational Needs and Disability Information, Advice and Support Service (SENDIASS), previously called 'parent partnership'. Parents and carers or the children and young people themselves up to 25-years-old with special educational needs (SEN) or a disability can get free, confidential and impartial information, advice and support.

SEN Governor	Governor of a school designated to oversee SEN provision
SEN information report	A document published on the school website, setting out the school's provision for pupils with special educational needs.
SEN Policy	Every setting will have an SEN Policy which sets out the vision, values and aims of the school's arrangements for young people with special educational needs and disabilities.
SEN Support	Most children and young people with special educational needs will have help given to them from within the school's own budget (see 'ordinarily available'). This is called SEN support. Pupils will have an individual learning plan which describes the extra provision that has been put in place to support them. The plan is reviewed three times a year to ensure that the extra provision is helping the child or young person to achieve the outcomes or learning objectives that have been set for them.
SEND	<p>Special Educational Needs and Disability Children and young people with special educational needs (SEN) all have learning difficulties or disabilities that make it harder for them to learn than most children and young people of the same age. These children and young people may need extra or different help to others.</p> <p>The SEN Code of Practice says 'a pupil has SEN where their learning difficulty or disability calls for special educational provision, namely provision different from or additional to that normally available to pupils of the same age'.</p>
SEND Code of Practice Jan 2015	The Code of Practice provides statutory guidance on duties, policies and procedures relating to Part 3 of the Children and Families Act 2014. It refers to children and young people with special educational needs (SEN) and disabilities
SEMH	Social Emotional and Mental Health
SEP	Special Educational Provision. The provision that is put in place to support children and young people with special educational needs and disabilities.
SFA	Skills Funding Agency –provides money from central government to fund skills training for further education (FE) in England.
SLCN	Speech and language communication needs
SLD	Severe learning difficulties – People with a severe learning

	<p>disability often use basic words and gestures to communicate their needs. Many need a high level of support with everyday activities such as cooking, budgeting, cleaning and shopping, but many can look after some if not all of their own personal care needs. Some people have additional medical needs and some may need support with mobility issues.</p>
SLT or SALT	Speech and Language Therapy/ Speech and Language Therapist
Social worker	<p>Social workers work with individuals and families to help improve outcomes in their lives. This may be helping to protect vulnerable people from harm or abuse or supporting people to live independently. Social workers support people, act as advocates and direct people to the services they may require. Social workers often work in multi-disciplinary teams alongside health and education professionals.</p>
Social Care 0-25 Service	<p>0-25 Service This service is aimed at ensuring that disabled children and young adults have a birth-25 service that promotes their well-being and safety and a smooth transition into adult services if required. The service also ensures that they have timely social work intervention, including assessment care planning and risk management. This includes access to short breaks as appropriate. The service covers the transition to adulthood and is integrated with Adults and Communities to achieve this.</p>
Specialist Advisory Team	<p>The specialist team offers advice and support to schools and settings on meeting children's special educational needs. In Barnet this includes Advisory Teachers for autism spectrum conditions, hearing impairment, visual impairment, physical/complex health, behaviour and emotional needs, speech and language, dyslexia and inclusion. The advisory team works closely with the Educational Psychology Service.</p>
Special School	<p>A school which is resourced and organised to provide for the education of pupils with a Statement or EHC Plan who need a smaller environment, a high degree of support in learning and in some cases specialist facilities, equipment and teaching. These schools provide for the educational needs of pupils whose overall educational attainment is significantly below pupils of a similar age.</p>
SpLD	<p>Specific Learning Difficulties SpLD is an umbrella term used to cover a range of frequently co-occurring difficulties The most common SpLDs are dyslexia, dyspraxia, attention deficit disorder (ADD), attention deficit hyperactivity disorder, dyscalculia and dysgraphia. All specific learning difficulties (SpLDs) exist on a continuum from mild to moderate through to severe.</p>

Statement (of special educational needs)	A document produced by the Local Authority for children and young people with significant learning difficulties that sets out a child's special educational needs and the provision that will be made to meet those needs. Since 2014, Statements have been replaced by Education Health and Care Plans and all children and young people with existing statements will undergo a Transfer Review which is a new assessment for an EHC Plan. The transfer of statements to EHC Plans will be completed by 1 st April 2018
Statutory Assessment	A statutory assessment is a formal procedure conducted by the local authority which involves the collection of information from as many people as possible who have detailed knowledge of the child or young person. This may lead to the issue of an Education Health and Care Plan.
TA	Teaching Assistant also sometimes called Learning Support Assistant (LSA).
TAC/TAF/TAYP	Team Around the Child/ Team Around the Family/Team around the Young Person. A TAC, TAF or TAYP Meeting can be called by any agency working with a child or family where they feel that other agencies should be involved in supporting them too. It is not a statutory meeting but is a useful way of getting agencies together to support young people and families.
TAS	Team Around the Setting This is where a group of professionals meet together on a regular basis to develop a shared understanding of the needs of the people in a specific setting so they can develop an integrated approach to their support. This could include settings such as a school, children's centre, GP surgery etc.
Top-up funding	Top up funding is for individual pupils who may need additional funding for support over and above what might be 'ordinarily available' from core funding. This additional money will come from the local authority and is usually used to fund support for children and young people with Education Health and Care Plans.
Transfer Review	The process by which a Statement of Special Educational Needs is transferred into an Education and Health Care Plan.
Transition Plan	From Year 9 the annual review of an Education Health and Care Plan must include the drawing up and review of a transition plan, which plans for the young person's transition into adult life.
Tribunal	An independent body that determines appeals by parents or young people against local authority decisions relating to EHC plans or disability discrimination.

VI	Visually impaired
Virtual School	The Virtual School Team tracks the progress of children looked after by the authority, as if they attended a single school.
Young person	In the Special Educational Needs and Disability Code of Practice (2015) A 'young person' is defined as a person over compulsory school age and under 25. Compulsory school age ends on the last Friday of June in the academic year in which they become 16. For ease of reference, young people are referred to in the Code of Practice as 'over 16'.