

PROTOCOL FOR MAKING VISITS TO PLYMOUTH SPECIAL SCHOOLS OR SPECIALIST PROVISIONS.



Within Plymouth we expect all children and young people to be attending a mainstream educational setting wherever possible. However, some children and young people need a more specialist setting to support them during their education. In Plymouth we have a range of specialist settings. We have special schools who offer support to children and young people with a range of high end special educational needs and specialist support centres within mainstream schools for children who require additional specialist support for their special educational needs within a mainstream setting.

Professionals involved with a family need to be familiar with the various types of specialist settings available across the city. They should be able to provide a careful explanation of the various types of provision and outline in what way these may or may not meet the needs of a child or young person.

Professionals should also discuss with parents and carers how a child's needs might continue to be met in a mainstream school should their child not be offered a specialist placement.

Places are limited and are allocated to those children and young people who have the most complex needs. All places are allocated following a decision made at the Single Multi Agency Panel (SMAP). The Panel consists of a range of professionals from across agencies working with SEND. This includes Educational Psychologists, Local Authority Representatives, Head Teacher Representatives from Primary, Secondary and Special Schools and Health Professionals.

To visit a special school or support centre the following has to be in place.

- The child or young person is undergoing a statutory assessment of their special educational needs
- The child or young person has an Education Health and Care Plan (EHCP)
- SMAP have requested that a visit is made to a special provision

To visit an ASC Enhanced School Provision the following has to be in place.

- The child or young person has a medical diagnosis of ASC
- The child or young person is undergoing statutory assessment of their special educational needs
- The child or young person has an Education Health and Care Plan (EHCP)
- SMAP have requested that a visit is made to a special provision

PROCESS FOR VISITING

Professionals from the following teams are able to indicate which type of specialist setting could be visited based on the need of the child or young person. Each setting has a designation and these professionals can advise if a setting is appropriate.

- 0-25 SEND Team
- Sensory Team
- Communication and Interaction Team
- Early Years Inclusion Service
- Educational Psychology Service

Once a suitable specialist setting has been identified parents, carers and young persons can approach the school directly, informing the school of the professional that had recommended the visit.

More information about the designation of a setting and the support that they offer is available for the individual schools web site or Local Offer

<https://www.plymouthonlinedirectory.com/kb5/plymouth/directory/localoffer.page>

Child and Young person already attending a mainstream school with an EHCP

Where a child or young person has an Education, Health and Care Plans and currently attend a mainstream setting, any recommendation for a change to provision should be made at the Annual / interim review meeting and should be supported by a recent report from the Educational Psychologist.

Once it has been identified that a more specialist provision may be required, professionals (EP, CIT, Sensory Team etc.) should ensure that parents and carers are clear about the role and remit of individual special schools and specialist provisions.

The process for admission is via an application to the 0-25 SEND Team, then agreement and allocation of a place by the SMAP panel.

The Annual Review report should recommend if a change to provision is to be considered and the recommendation should be supported by relevant reports. Any relevant reports should be attached to the Annual Review paperwork. When the 0-25 SEND team receive a request for a specialist placement this will be submitted to the SMAP panel for consideration.

All applications should be sent to the 0-25 SEND Team along with a copy of the recent annual/interim review and all the supporting reports and documentation. Without these documents the application cannot be processed.

From time to time, parents and carers may self-refer to schools by making direct contact and asking to visit. Schools should refer parents and carers on these occasions to this protocol and ask them to discuss their request with the professionals involved in supporting the child or young person or with the SEN Coordinator (SENCO) at their current school or setting

Transfer into Plymouth with an EHCP

Where a child with an Education, Health and Care Plans transfers into Plymouth and a special school or specialist provision is already named in Part 'I' of their EHCP there is a duty on the Local Authority to identify a place in a similar provision within the city, at least until the next Annual Review has taken place. At this point professionals will normally review the papers received and recommend the type of provision most suited to the child's needs. Once this has been identified, papers will be submitted to the SMAP Panel for consideration if necessary.

You can contact the 0-25 SEND Team on Tel: 01752 307409 or via email: senadmin@plymouth.gov.uk

For impartial advice and support you can contact Plymouth Information Advice and Support for SEND (PIAS) Tel: 01752 258933/0800 9531131 or email: pias@plymouth.gov.uk further information on this service can be found on <https://www.plymouthias.org.uk/>

Legislation

The Children and Families Act Article 33(2) states that in a case within section 39(3)(4) & (5) or 40(2), the local authority must secure that the plan provides for the child or young person to be educated in a maintained nursery school, mainstream school or mainstream post-16 institution, unless that is incompatible with—

- (a) the wishes of the child's parent or the young person, or
- (b) the provision of efficient education for others and article 39.

The SEND Code of Practice 2015 (Sections 9.78 – 9.90) (The Children and Families Act Article 39 (3)) outlines the right of parents/carers to express a preference for the maintained school (whether special or mainstream) that they wish their child to attend. Local Authorities **must** comply with such a preference unless: (Article 39(4) applies

This subsection (Article 39(4))applies where—

- (a) The school or other institution requested is unsuitable for the age, ability, aptitude or special educational needs of the child or young person concerned, or
- (b) The attendance of the child or young person at the requested school or other institution would be incompatible with—
 - (i) The provision of efficient education for others, or
 - (ii) The efficient use of resources.

If the Authority determine (Article 39(4)) they must secure an EHCP names a as school or institution or type of school or institution they deem appropriate for the child or young person Article 39(5)