





SEND Information for Councillors

Question	Response
What Assessment provisions are in place within the Council and when was this last reviewed?	<p>The LA funds the Statutory assessment function of the Educational Psychology Service and the EHC team to coordinate the assessments.</p> <p>With regard to educational provision where EHC needs assessments can be carried out –these can be carried out in mainstream or in some specialist settings. Specialist provision settings are listed on the SEND Local Offer.</p>
How many referrals are being received?	<p>The data below captures total referral trends over the last 3 years.</p> <p>2016 – 157 referrals received 2017 – 219 referrals received 2018 – 243 referrals received to date</p> <p>Parental referrals are as follows: 2016 – 27 referrals 2017 – 59 referrals 2018 – 71 referrals received to date</p>
How many assessments are done?	<p>Again from 2016:</p> <p>2016 – 127 cases assessed 2017 – 178 cases assessed 2018 – 199 cases assessed to date</p>
Is there a waiting list and if so is it increasing?	<p>We do not hold a waiting list as we are working to statutory timescales of making a decision and informing parents within 6 weeks of receiving a referral. There is always an increase in referrals near the end of the school term so additional panels are held to meet timescales.</p>
Where did the 20 question point checklist come from?	<p>This checklist was introduced as guidance for SENCOs in making a request for an EHC needs assessment. To enable the decision making panel to check the evidence provided by settings making a request against the expectations of the SEND Code of Practice. Settings are expected to follow a graduated approach to identifying and meeting needs. The Code expects a four part cycle of assess, plan, do and review. (See SEN Support in schools 6:44 SEND Code of Practice)</p> <p>The LA produces practical guidance on what it expects education settings to provide for pupils and this is called Trafford’s Graduated Approach Guidance. Links are provided below for information.</p> <p>https://www.trafforddirectory.co.uk/kb5/trafford/fsd/advice.page?id=GWN-ylDsWX4</p> <p>http://www.traffordpypps.co.uk/Docs/Trafford-Graduated-Approach-Guidance-October-2014.pdf</p>
Is there any training available for teachers for completing	<p>There has been training on the Trafford Assessment Panel threshold document delivered by the previous EHC team manager.</p> <p>Sessions were provided for SENCOs on the completion of the EHC needs assessment referral from on our electronic system Liquid Logic. SENCOs have</p>

referrals?	<p>asked for a 'What a Good One Looks Like' guide and this is being worked on between SENAS and the Trafford Teaching School Alliance who are going to present it at a session for SENCOs in October.</p> <p>The termly SENCO forum meetings regularly cover updates on referrals and EHC processes.</p> <p>The National Award for SEN Coordination which SENCOs have to complete within three years of taking on the role also covers aspects of this. Trafford has delivered this annually in partnership with MMU since the regulations came in 2009.</p>															
Who decides whether a child gets assessed and what are the criteria for making that decision?	<p>Please refer to the attached EHC Guide to Decision making and Trafford Assessment Panel Threshold (TAP sheet)</p> <div><p>EHC Guide to Decision Making v1.0</p></div>															
How long do an assessment take, how in depth are the assessments, and what is the process?	<p>Please refer to 'Guide to EHC needs assessment process'. This provides information regarding statutory timescales.</p> <div><p>EHC guide to needs assessment process.</p></div>															
How specialised is making an assessment and which staff are able to do them?	<p>The Assessment process involves the professionals and services working with the child from education, health and social care as explained in the SEND Code of Practice Para (p.155/ 9.49). See attached 'Guide to EHC needs assessment process'.</p>															
How many SEND related Tribunals have been lodged by parents with the Council annually since 2013?	<p>Information available from 2016:</p> <p>2016 – 16 cases 2017 – 14 cases 2018 – 13 cases to date</p>															
How many children have been excluded (formally and informally) annually from Trafford schools since 2013?	<p>Informal Exclusions are illegal and as such we would not have been notified of any.</p> <p>Records show the following information;</p> <table><tr><th>Academic Year</th><th>Total PX</th><th>PX with an EHCP</th><th>School indicated child was on SEN support</th><th>Received EHCP following PX</th></tr><tr><td>2013-14</td><td>26</td><td>0</td><td>19</td><td>Awaiting PRU response</td></tr><tr><td>2014-15</td><td>43</td><td>0</td><td>20</td><td></td></tr></table>	Academic Year	Total PX	PX with an EHCP	School indicated child was on SEN support	Received EHCP following PX	2013-14	26	0	19	Awaiting PRU response	2014-15	43	0	20	
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What percentage of Health Visitor 2 year visits is being completed?	The 2 year developmental assessments run by the Health Visitors service complete between 90 and 95%.															
Could you please provide an organisational chart for the SEND team?	 EHC TEam Organisational Chart 															
What has been the level of staff turnover since 2014?	<p>Since Alison Milne has been in post, there have been 4 members of staff leave the service.</p> <p>The EHC Team was established 1st April 2015 with a view to transferring the Education Statements over to EHC plans</p> <p>The Team in 2015 consisted of 7 staff all of which remained in post that year</p> <p>2016: 9 new members of staff joined the team 5 members of the team left 20 new team total staff</p> <p>2017: 8 new members of staff joined the team 5 members of the team left 20 team total for the year</p> <p>2018: To date 7 members of staff have joined the team To date 3 members of the team have left To date there are 23 on the team</p>															
Can you explain why the recent job adverts for EHCP writers not require previous experience of the job and did not detail what training the successful	<p>It was not felt necessary to advertise for experienced staff. As all the new staff will have to follow our induction programme, which is the Liquid Logic data base training and the Trafford LA on- line modules. Furthermore they will also have training on writing an EHCP plan. However, although one of the candidates has experience of writing plans, we will still ensure they cover our own plan writing training.</p> <p>The staff come with a range of experience including a previous Ofsted Inspector, a Social Worker, Teacher and Senior Residential worker all of which bring additional valuable and relevant knowledge to the team.</p>															

applicants would receive?	
Roles and responsibilities of those involved in decision making.	<p>The Trafford Assessment Panel</p> <ul style="list-style-type: none"> • EHC Assessment Team Manager • Principal Educational Psychologist • SENAS Service Manager and Inclusion Advisor • Service Manager Sensory Impairment Service • School SENDCo <p>Additional professionals may attend as appropriate (eg. EHC co-ordinators / Social Care & Health reps)</p> <p>The Moderation and Resource Group</p> <ul style="list-style-type: none"> • EHC Assessment Team Manager • Principal Educational Psychologist • SENAS Service Manager and Inclusion Advisor • Service Manager Sensory Impairment Service • Service Manager, Complex Needs