



Countywide SENCO Forum

Term 3 – Primary Schools
30th January 2025

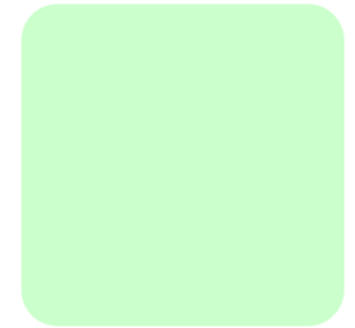


Today's Presenters

- Ruth Gately: SEND Specialist Adviser (The Education People)
- Siobhan Price: Assistant Director, School Inclusion (KCC)
- Claire Packman: Health Lead for SEND – Kent and Medway.
- Georgette Williams: SEN Tribunal, Placement and Assessment Manager

Agenda

Item	Topic	Lead/Time
1	Welcome/Housekeeping/Introduction (Ruth Gately- Specialist Lead Adviser: SEND, TEP)	5 mins
2	Key Timelines for Change Implementation (Siobhan Price - Assistant Director, School Inclusion, KCC)	5 mins
3	Pilot Update: Health Involvement in Annual Review Process (Claire Packman – Health Lead for SEND Kent and Medway)	15 mins
4	Tribunal: The Legal Process (Georgette Williams – SEN Tribunal, Placement and Assessment Manager)	30 mins
5	Breakout Room	15mins
6	Proposed Agenda Term 4 <ol style="list-style-type: none">Continuum of Need and ProvisionTribunal: Roles and Responsibilities in the Process and ImpactSTLS UpdateHealth – Implementation of Health Involvement in the Annual Review Process. <p>(Agenda may change)</p>	5 mins



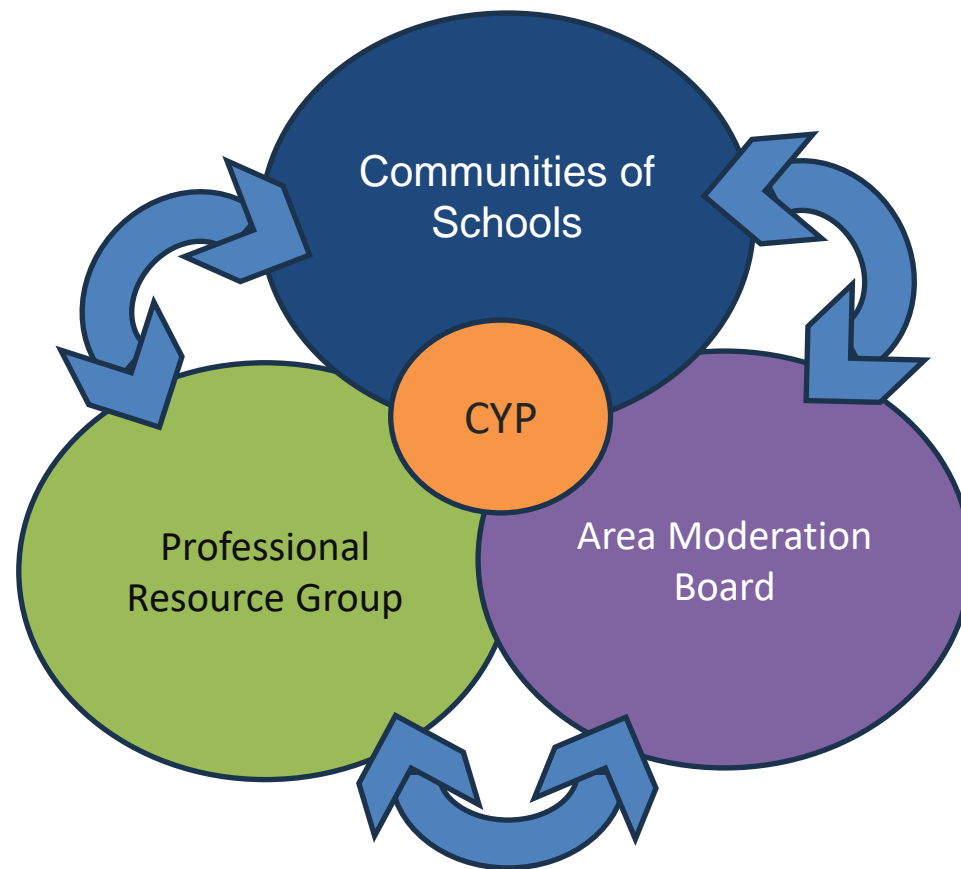
Communities of Schools Update

Countywide SENCO Forum
29th and 30th January 2025
Siobhán Price

What we want for all of Kent's children – the Kent children and young people outcomes framework



Meeting Needs Locally



What is the Local Area?

‘Local area partnership’ refers to those in education, health and care who are responsible for the strategic planning, commissioning, management, delivery and evaluation of arrangements for children and young people with SEND who live in a local area. A local area is the geographic footprint of a local authority. When evaluating the local area partnership, inspectors focus mainly on how effectively the local authority and integrated care board (ICB) jointly plan, evaluate and develop services for children and young people with SEND.

Timeline of Activity

TERM 3		TERM 4		TERM 5		TERM 6	
January	February	March	April	May	June	July	
First Community Chair meeting - Induction	Second Community Chair meeting – Induction	Publication of SEN Notional Budgets for all mainstream schools	Launch events for Communities of Schools		Communities of Schools meetings		
	Key Decision re SEN Funding System (subject to call in)	Publication of community budgets	First Community meetings				
	Publication of Community Chairs	Third Community Chair meeting – Induction		Publication of Continuum of Need and Provision			
	Publication of transition arrangements (subject to call in)	Publication of SEN Policy template for schools	Publication of Governance process				
	Publication of revised budget setting template (Mainstream/maintained)						
		Planning to begin for mapping activity for children with the highest level of need.	Mapping activity to begin for children with the highest level of need.				



Planning full comms to schools with timeline of all interrelated activity by 31st Jan.

Kelsi link for updates for the Timeline of Activity- [Updates and Keeping in Touch - KELS](#)

KELSI

- <https://www.kelsi.org.uk/special-education-needs/inclusion/communities-of-schools>

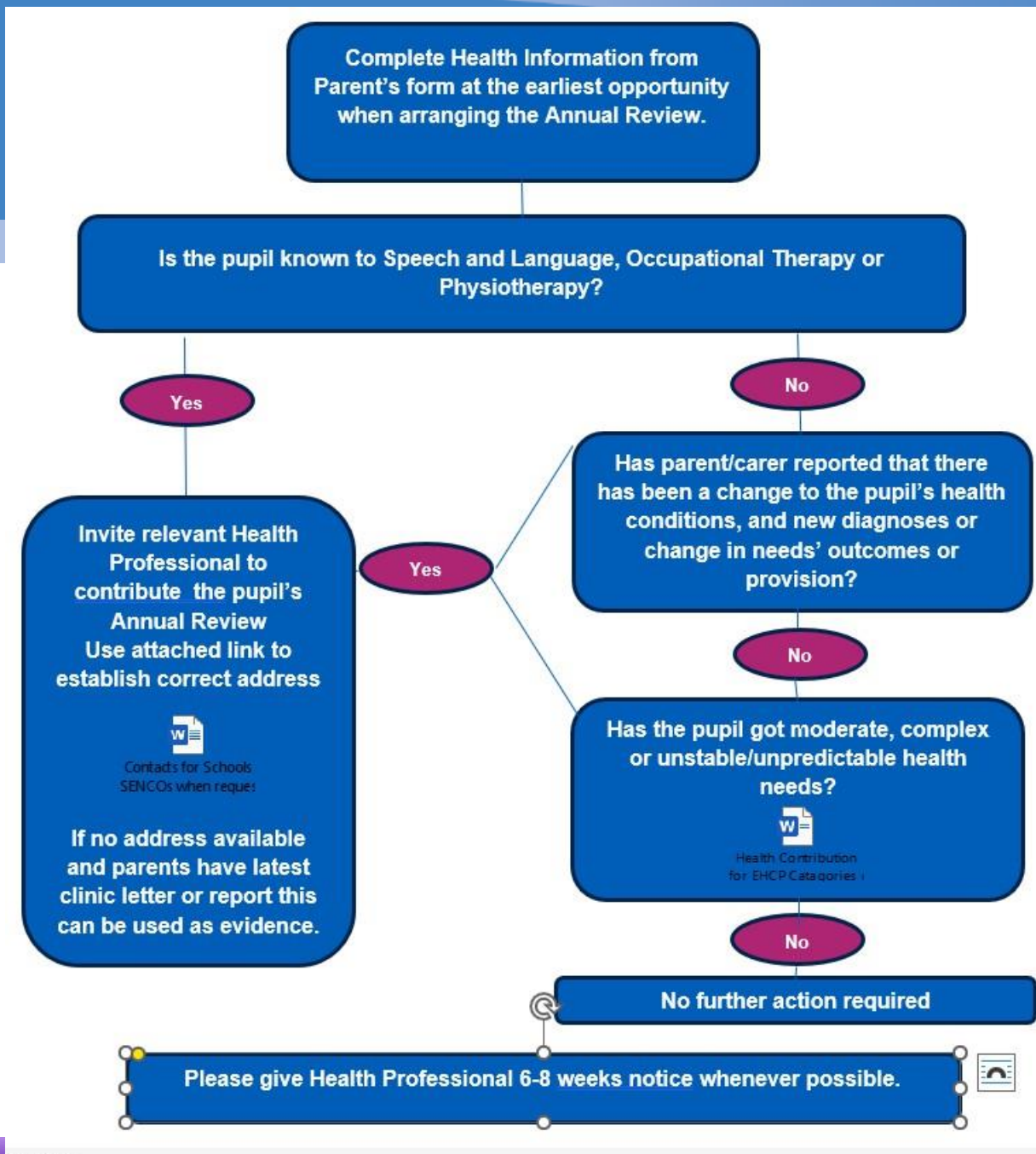
- **Health Contribution for EHCP Annual Reviews**

Claire Packman

January 2025

Guidance for Schools

- **Is Health Contribution required for this pupil**
- **Who is the pupil known to**
- **How do I contact the Health Professional**
- **What should I expect from the Health Professional**



Guidance for Health Professionals



- **Understanding of Statutory responsibility**
- **What information is needed by Education Setting**
Importance of making information clear and understandable
Understanding of Needs, Outcomes and Provision

Discussions with Health Providers



- **Understanding of Statutory responsibility**
- **Embedding and reviewing processes for sharing information for the purpose of Annual Reviews**

Submission of Information



- **Upload Evidence**
- **Case Worker understanding of updates**

Next Steps

**Any
Suggestions**

Next Steps

Review



De-mystifying the Tribunal Process

*Georgette Williams
SEN Tribunal, Placement and
Assessment Manager*

Aims and objectives:

To understand what a tribunal is and the types of appeal that can be lodged

To have a general understanding of the tribunal process

To understand the complexities and time constraints of the tribunal system

To understand and consider the impact of tribunal on a young person and their family

What is a SEN Tribunal?

The First-tier Tribunal (Special Educational Needs and Disability)

Independent National Tribunal

Decides appeals against local authority (LA) **decisions** about the special educational needs (SEN) of children and young people

Appeals can be lodged by parents and/or young people

Right to Appeal

Appeals can only be made against **LA Decisions** relating to EHCP processes:

- *Refusal to carry out an assessment of special educational needs*
- *Refusal to issue an EHCP following an assessment of special educational needs*
- *Refusal to amend a final EHCP following an annual review*
- *Decision to cease EHCP*

Once a plan has been issued (or a final not amended) parents can appeal

- *The contents of Section B – which sets out the Child/YPs needs*
- *The contents of Section F – which sets out the provision to meet the needs in Section B*
- *The contents of Section I – type and name of placement*
- *The appeal can also include Health and/or Social Care – known as extended appeals*

Who can appeal and how?

When the LA mediation,

- ***Decision letter is sent to parents and young person 16+, and school***
- ***The decision letter gives right of appeal and information on how to appeal***
- ***Sets out right to request mediation and how to get a mediation certificate***
- ***Details how to get independent advice and support***
- ***Parents should be encouraged to engage with the LA mediation but if parents chose to not attend mediation, then they can get a mediation certificate***
- ***The tribunal will not take into consideration a parent's decision to not attend mediation***

The Tribunal Process:

Parent lodges appeal with the First Tier Tribunal Service
LA is sent Notice of Appeal (NOA) with all the documents submitted by parents
NOA includes case directions setting out evidence required
Tribunal team add tribunal dates to calendar and spreadsheet
Tribunal team assigns appeal to a Tribunal Officer
Officer conducts the appeal on behalf of the LA and represents at hearings



CASEWORK

Tribunal Officers are not caseworkers, their role is limited to appeals
Casework remains with area team
Annual review should be held as normal, copy sent to tribunal team



Key Dates:

Tribunal timelines can be lengthy – up to 13 months for DTI/DTA- *new info can be used for new consideration*

- Local Authority Responds to tribunal direction
- Final evidence deadline
- Case review form
- Bundle
- Working Document
- Hearing



Pre-hearing meetings – bring everyone together at beginning to discuss strategy

Can be held several times during course of appeal

Useful to support witness preparation prior to hearing

Outcomes:



Majority of cases resolved without the need for hearing

Parent can withdraw, LA can concede, both parties can agree and conclude by consent

Oral hearings:

Online and attended by parents, LA and witnesses – usually schools and EPs

Witnesses – attend to support the tribunal panel to make an informed decision

Process is Judge led, and should not be adversarial

Judge and two expert panel members ask questions

Tribunal outcomes are not usually given on the day

Paper Hearings:

Judge and two expert panel members make decision based on evidence within bundle

Face to Face Hearings;

These are less common but will be held in a court

A detailed written decision will be provided with the outcome to all types of hearing

Impact on families, services and schools:



Long waiting times

Family in state of limbo

Strain on families and young people

Families, Schools and LA collating large evidence base

Schools called as witness for the LA

Public expenditure

And finally....

High cost placement schools annual fees between £60,000 and £120,000 a year

Transport cost on top adds between £10,000 and £30,000 per year

Children lose touch with their local community

LA loses oversight of the progress of the child

Travelling- sometimes long journeys and further away from home

High Needs Funding being diverted to pay for High Cost Placements

Next time....

In the next SENCO forum we will be covering:

The impact of tribunal on schools and public services

The role of the school in a tribunal

The impact of a close working relationship between schools and the LA during appeal

The role of advocates and SENDIST/ IASK

Breakout Room



Free Training for Mainstream Schools 2025

Audience	Actual Title	Date/Time	Link to Register
Primary School Leaders	Creating an inclusive PRIMARY school: Leading a whole school approach to embed the Mainstream Core Standards	6th February 2025- 16:00-18:00	Creating an Inclusive School for Primary School Leaders (theeducationpeople.org)
Secondary School Leaders	Creating an inclusive SECONDARY school: Leading a whole school approach to embed the Mainstream Core Standards	5th February 2025- 16:00-18:00	Creating an Inclusive School for Secondary School Leaders (theeducationpeople.org)

Course Title	Date	Facilitator	How to register
Every Governor is a Governor of SEND	12th March 2025- 18:00-20:00	Ruth Gately	To register, Governors need to log onto GovernorHub. These sessions are free so if your school does not subscribe to GovernorHub then please register for the training by emailing governorservicestraining@theeducationpeople.org

Term 3: SENCO Forum Evaluation

[Term 3 Evaluation Link](#)



Many thanks!



Thank you

If you have any questions, please email:

SENDandInclusion@theeducationpeople.org

with the subject title:

Countywide SENCO Forum Query

