Local Offer in North East Lincolnshire

Information for families of disabled children and children with special educational needs.

15 August 2014
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1. Introduction

What is a Local Offer?

The system for disabled children and young people and those with special educational needs is changing. The changes will happen because of the Children and Families Act 2014. From September 2014 local authorities will be required to publish and keep under review information about services they expect to be available for children and young people with special educational needs aged 0-25. This is called our Local Offer. The details of North East Lincolnshire’s local offer can be found here in this booklet.

The Local Offer gives information for parents, in a single place, which helps them to understand what services they and their family can expect from a range of local agencies - including their statutory entitlements.

The intention of the local offer is to improve choice and transparency for families. It will also be an important resource for professionals in understanding the range of services and provision in the local area. A further key role for the local offer will be to inform the joint commissioning for children and young people with special educational needs and disabilities by setting out in a single place what is available locally.

The local authority must work together with children and young people, parent/carer(s) and with local services, including the voluntary and community sector, to develop their offer and keep it under review.

The Local Offer must include information about the provision the local authority expects to be available in its own area for children and young people with special educational needs and outside of its area for the children and young people for whom it is responsible, regardless of whether or not they have a Statement of SEN or Education, Health and Care (ECH) Plan.

Do you or a member of your family have a special educational need or disability? Here you will find a range of services and activities that could help support you.

Existing Requirements

The core of the ‘Local Offer’ is made up from existing requirements already set out by the Government and includes:

- Information about SEN provision
- Short Breaks Statement setting out the range of short breaks services offered locally
- Information about the Parent Partnership Service and Parent Participation Forum
- Information for parents and carers about child care suitable for children with additional needs. Many of these were developed under the Aiming High for Disabled Children Programme - Aiming high for disabled children, which required the provision of information to parents and carers of children with additional needs.
The Local Offer covers the following areas:

- Education;
- health and care provision for children and young people with SEN;
- arrangements for identifying and assessing children and young people with SEN, including arrangements for requesting an EHC needs assessment;
- other educational provision (outside of schools or colleges such as sports or arts provision);
- training provision, including apprenticeships;
- arrangements for travel to and from schools, post 16 institutions and early years providers;
- support to help children and young people in moving between phases of education and to prepare for adulthood;
- sources of information, advice and support in the area relating to SEN, parent/carer forums, support groups, childcare and leisure activities;
- arrangements for making complaints, for the resolution of disagreements, mediation and parent/carers’ and young people’s right to appeal;
- Regulations set out further information, which the local authority should include in the Local Offer, such as:
  - how it is to be published
  - who is to be consulted in preparing it
  - how the authority will involve children and young people with special educational needs and parents of children with special education needs in preparing it
  - the publication of comments on the local offer and the local authority’s response

The Local Offer site will aim to:

- Provide details of specialist advisory services;
- Provide information regarding the types of support a parent/carer, child or young person may expect of schools and colleges;
- Give clear information as to how to access information about arrangements for supporting travel;
- Detail social care services in the local area, including short breaks;
- Describe the level of support available from health agencies to support learning and development.

Many families with children with disabilities will not require any extra help because they will be sufficiently supported using universal services. Universal services are those which are used by and benefit all children and families, for example, children’s centres, health visiting and schools.

If you are looking for more information for your child with additional needs around childcare or activities and services for children and young people in your area contact the Family Information Service 0800 18 303 17, text: 07624 802 438 or email fis@nelincs.gov.uk.

Early intervention and lowering stress levels in families is important for the well-being of the whole family, and is also likely to reduce the number of children who require residential placements. Improved support, information and opportunities to access services can lead to more universal involvement in the care of a child.
Children and young people who are disabled or who have complex health needs should be supported to participate in family and community activities and facilities. There are a number of organisations within North East Lincolnshire that offer Support for Parents and the Family Information Services Workers are available to help!

The care and support Carers provide may be personal, practical, emotional or supervisory and is unpaid. The Carers Strategy shows the support that is available for Carers in North East Lincolnshire.

Health, education and social care services organised around the needs of children and young people and their families are also available with co-ordinated, multi-agency assessments leading to prompt, convenient, responsive and high-quality multi-agency, solution-focused interventions that maximise the child's ability to reach his or her full potential.

North East Lincolnshire Council has an Eligibility Criteria to access certain services. There are a wide selection of services to support families in our area, services you can access yourself and services for which you will need an assessment.

There are also opportunities for children and young people and their families to participate by active involvement in all decisions affecting them and in shaping local services.

Some families with children with disabilities are likely to require additional support as well as universal services. For this we may need to gather more information.

Families requiring additional support will be provided with our Local Offer, including at least a minimum level of short breaks and support. For example for a school age child we ensure access to a holiday play scheme during the main school holidays. Information, advice and guidance will also be provided as needed.

**How will this be achieved?**

We will continue to look at ways to ensure people are aware of the Local Offer in North East Lincolnshire by talking to parents and carers, children and young people and professionals across the areas of Education, Health and Social Care and the Voluntary Sector.

**Where can I find North East Lincolnshire's local offer?**

The Local Offer in North East Lincolnshire has been placed on the Family Information Service website. The information it contains will continue to be developed to make it as easy as possible for you to find what you are looking for and to make sure our information is accurate and up to date.

**How can I have my say about the local offer?**

We will continue to speak to parents and carers, young people and professionals to find out what you think of our local offer. After all, you are the people who know best about how you want to find information in the local offer. We would love to know what you think about the help available in our local offer and would welcome your comments or suggestions. We will respond to your feedback and let you know what we will do about it.

Contact: the Family Information Service 0800 18 303 17, text: 07624 802 438 or email
Health Care

Health care offer for infants, children and young people in North East Lincolnshire

Regardless of age anyone in North East Lincolnshire who has a health issue they have concerns about; which they are unable to manage themselves, or they are too unwell to manage themselves can make an appointment to see their General Practitioner (GP). If a person has a significant trauma, accident or emergency they can attend or be taken to accident and emergency at Diana, Princess of Wales Hospital; this should only be used for genuine accidents and emergencies and not for conditions which can be managed by other services.

Children and young people who have a medical condition which requires admission to hospital will be admitted to the children’s ward at Diana, Princess of Wales Hospital. For some highly specialist conditions such as cardiac (heart) surgery this may be in Leeds, other conditions may require an admission to Sheffield Children’s Hospital.

Babies who are born with significant or clinical conditions requiring admission to a neonatal unit will be admitted to the unit at Diana, Princess of Wales Hospital; if the condition requires more specialist intervention or management the baby may be transferred to another hospital with a unit that can manage their condition.

Dental services are free to children; children need to be registered at a dentist and supported to attend by parents.

Any health practitioner who has concerns there may be safeguarding issues about any child will investigate the concerns in continuity with the North East Lincolnshire safeguarding policy.

Age of Child: Pregnancy to Birth

During pregnancy health support will be given by Maternity services, your General Practitioner (GP) and acute hospital services at the Diana Princess of Wales Hospital, Grimsby. Your health visitor will meet you prior to the birth of your child. All services will be in line with the national healthy child programme.

What health support is available?

Health and social care assessment of needs, risks and choices by 12 weeks of pregnancy by your midwife;

Notification to health visitor, GP or acute hospital services of prospective parents needing additional early intervention;

Routine antenatal care and screening for maternal infections such as rubella susceptibility, health and lifestyle choices - this may include advice around maternal weight, diet, smoking or substance or alcohol use;

Benefits of breastfeeding will be discussed;

Inclusion of fathers;

Introduction to resources such as children’s centres and family information service;

More details can be found on the following website: North East Lincolnshire Council

What does this mean to my child and me?

Understanding of how I can stay well to benefit my child’s health;
Dietary guidance;
Advice to increase physical activity;
Support to stop smoking;
Support to reduce substances and alcohol with a plan to support baby post-delivery in the neonatal unit;
Breastfeeding information.

Age of Child: Birth to 5 years

From around 2 weeks of age to up to 5 years the healthy child programme is provided by the Health Visiting Service and their teams to support a healthy start for all children, [https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/216464/dh_133352.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/216464/dh_133352.pdf) this includes immunisations, growth and development checks and support for common childhood ailments. Health Visitors can also signpost families to a range of community resources found in Children’s Centres. All parents should have a red book and know the name and contact details of their Health Visitor.

What health support is available?

- Antenatal visit. New birth visit within 10 – 16 days of birth to include a New born hearing screen;
- Assessment at 6- 8 weeks by GP;
- 6 – 12 week review to include discussion with mother regarding maternal emotional health and wellbeing;
- Review of health and development before one year;
- Review of health and development at two and half years including looking at speech and language.

What does this mean to me and my child?

- Promoting child development, including language;
- Identification of potential problems and providing additional support and monitoring for infants with health or development problems;
- Immunisations;
- Breastfeeding support;
- Advice on weaning;
- Emotional and psychological problems addressed by parenting support, and support through changes in behaviour by assessment and promotion of parent/baby interaction;
- Common Assessment Framework (CAF) commencement for families requiring additional support;
- Health promotion around smoking, diet, keeping safe, dental health and safe sleeping.

Age of Child : 14 years

From the age of around 14 - depending upon the individual young person, plans will commence to move them onwards towards adulthood and independence. Working with careers services, education and social care where appropriate, health teams will commence planning with young people and colleagues in adult provision to ensure they
move smoothly into adulthood. There will be no need to change your GP or dentist, but any specialists seen in children’s health provision, notably the hospital, will refer you to adult specialists for continued follow up.

Child and Adolescent Mental Health Service (CAMHS)

Our CAMHS service in North East Lincolnshire consists of a multi-disciplinary team who can help with a range of mental health and emotional wellbeing problems. Based at Freshney Green, the multi-disciplinary team can help with a range of mental health and emotional wellbeing problems. Our team comprises:

- CAMHS workers who may be nurses, occupational therapists and social workers
- Clinical psychologists
- Psychology assistants
- Group Workers
- Consultant psychiatrists
- Our administrative team

What we do:

We provide specialist services for children and young people up to the age of 18. These services are designed to help with:

- Anxiety
- Mood related disorders such as depression and bipolar
- Trauma
- Eating disorders
- Self-harm
- Mental health difficulties associated with a physical health problem

We have some pathways which accept these referrals via a multi-agency panel, not from usual referral sources. These are:

- Children in public care
- Young people displaying harmful sexual behavior
- Assessment for autistic spectrum condition and Asperger’s syndrome
- Assessment and if necessary medication management for Attention Deficit Hyperactivity Disorder (ADHD)

We also have close links and specific teams or workers who devote time to the following external services:

- Youth Offending Service
- Paediatrics and A&E
- Pupil Referral Units
- Early Intervention in Psychosis Team
- Special Schools

We also have a 24/7 team which offers both quick response to emergency mental health presentations, as well as short term intensive home treatment which is designed to avoid young people being placed in out of area hospitals. Only CAMHS staff can refer for intensive home treatment.
Children and young people with a learning disability who may be experiencing a mental health problem have equal access to the service, and we have a specialist learning disability team for those whose needs cannot be met by the mainstream service.

How we do it:

All the interventions we provide for mental health problems are designed to help young people and families cope with the symptoms of a mental health problem and recover to lead their life to its full potential. These interventions are based around evidence from the National Centre for Clinical Excellence. Examples of some of these interventions are:

- Cognitive Behavioural Therapy (CBT)
- Dialectical Behavioural Therapy (DBT)
- Family work
- Play therapy
- Eye movement desensitization and reprocessing (EMDR)

A lot of work is done with young people in group settings. This gives an opportunity for young people to interact with others experiencing similar difficulties. However, we also acknowledge that not all the young people can be seen in a group setting so we also see people individually and with their families.

Referrals:

We currently take referrals from the health professionals working with the children. Once we accept a routine referral, an appointment will be offered within 12 weeks. This will be a letter sent out by post unless specifically stated otherwise in the referral. If we consider the situation to be urgent, an appointment will be offered within 5 days, and with emergencies within 24 hours. We receive and accept referrals from any qualified or experienced professionals working with children and young people. For further information please refer to the CAMHS website:

http://www.lpft.nhs.uk/our-services/camhs/north-east-lincolnshire

**Children’s Community Nursing Team:**

The team provides care to children with acute, complex and palliative care needs in their own home or alternative setting. The team assess, plan and evaluate care following diagnosis of condition, undertake nursing care / procedures such as intravenous drug or immunoglobulin administration, taking blood and providing education, training support and advice to families allowing them to manage their child clinically well and achieve their best. The team does not form part of the core health offer. Referral is by a clinician and the child must have an acute clinical need, long term condition or palliative need.


**Children's Complex Health/Continuing Health Care:**

NHS continuing health care for children is health support provided for a child or young person less than 18 years of age who needs a package of care because of their disability, an accident or illness. Children's continuing care does not cover children and young people
with care needs that can be appropriately met by universal or specialist health services. Government guidance recommends that wherever possible, continuing care for a child or young person should be provided in their own home. It can also take place in a residential placement or hospice. If you think your child should be assessed for NHS continuing care, talk to a health or social care professional who works with them. Professionals will offer an assessment if it seems your child may have continuing health needs.

The process for continuing care has three phases;

1. Assessment
2. Decision making
3. Arrangement of provision

Once the assessment has been completed you should get a decision within 28 days. If eligible the Head of Service for Complex Health will then meet with you and the professional who assessed your child and discuss and agree options for supporting your child.

Once a package has been agreed it should be in place within 4 months.

The Children's Nurse Educator - an Advanced Registered Children's Nurse Practitioner will support identified carers in ensuring that they receive appropriate training, supervision and are competent to care for your child; carers will have to undertake updates and refresher training to ensure they remain competent. Once in place care packages will be reviewed at 3 months and then further review as agreed.

The Starlight Unit at Cromwell House can also provide residential respite for children and young people who meet the criteria for complex health care. Staff are highly trained and competent to undertake a range of clinical skills in a young person focused environment.

NHS continuing care for children and young people stops when a child reaches 18 - adult continuing care may then provide support. Adult continuing care is organised differently and there is a different assessment process, which will be discussed with you at transition.

**Children’s Complex Health & Palliative Care**

Introduction to the service:

Children's Complex Health & Palliative Care staff are available to offer advice and signpost to other services for children and their families who have a disability, a long-term condition or are needing palliative (end of life support).

We can also offer advice to professionals or practitioners.

We support families who meet eligibility for our service by providing funded health support to enable or facilitate access into mainstream services or respite.

Our Nurse Educator can develop a training programme to support carers gaining competency in caring for children and young people with high level clinical needs.

What our service does:

We consider continuing care assessments and match them to an agreed criteria to decide if a child is eligible for health funding.
We develop training and supervision around high-level clinical competencies so that carers can safely manage children.
We support the team in Starlight Unit at Cromwell House in enabling respite for children with highly complex clinical conditions.
We work closely with a range of agencies and services to ensure that all eligible children with disability or palliative needs have the best care possible, based on individual need and research-based care.

What is the purpose of the service?
To provide robust competent respite that meets the agreed needs of the individual child and their family; that is monitored and reviewed.

How do you get a referral to the service?
Anyone can ask for advice and we will where possible provide that information or signpost to the most appropriate agency. The only route to funded health support is by having a continuing health care assessment completed by one of your child’s health and social care professionals and provide evidence to support that. The assessment will be scored and considered against the criteria which denotes how much care can be provided, if any. If your child does not meet the continuing health criteria we will attempt to signpost to alternative services who may be able to assist.

Cromwell House, Starlight Unit
(Core Offer for Children: Children need to meet criteria for our service)

Introduction to the Service:
The Starlight Unit is first and foremost a respite home for children. It forms part of the ‘Children’s Disability Service’ which is a group of agencies designed to assess and provide support services for children with disabilities and their families. This is an essential part of North East Lincolnshire Council’s strategy to provide services for families with children with complex health needs.

What our Service does:
The service provides short term breaks for children and families that have been assessed as requiring this level of service. The services are provided in the form of care for children with a learning disability, physical disability or illness combined with complex health needs that can be appropriately and completely cared for by Child Care Officers who have completed comprehensive training, supervision and assessment. The length of each overnight visit varies depending on the assessed needs of each individual child as well as the availability within Starlight. Children and young people are able to access the service from the age of 6 months to 18 years of age.

What is the Purpose of our Service:
We provide support for children and their families by providing overnight respite care in our purpose built building. This enables the child to have time away from the family and develop their independence in a homely environment and also gives time for families to have a break from their caring role.

How do you get a Referral to our Service:
A referral is made by the child’s Social Worker to the Disability Allocation Group (DRAG). DRAG is made up of a number of professionals who will discuss the case and decide whether Starlight Unit is an appropriate resource for the individual and their family. Children who have a Continuing Health Care Assessment may also be referred.

**Children’s Occupational and Physiotherapy Therapy**

Occupational Therapy and Physiotherapy within North East Lincolnshire helps children and young people to participate as fully as possible in daily activities. Occupational Therapists help children and young people to carry out the things they need or want to do in areas of self-care, school, work and play. They work with children and young people between the ages of 0 and 19 years who have difficulties or a disability, which affect their ability to carry out everyday tasks.

What do we do?

We see children aged 0-19 years for assessment and therapy. We see children in the following locations:

- Child Development Centre;
- Home;
- Schools and settings for demonstration and dissemination of care programme information

What is Children’s Physiotherapy?

Children’s Physiotherapists are responsible for the assessment and physical rehabilitation of children needing treatment due to disability, accident, injury or disease. Children’s physiotherapists have generic skills as physiotherapists and also additional knowledge and experience of child development and of childhood conditions.

What do Children’s physiotherapists do?

Treatment is based upon an assessment of the child’s needs and the formation of individual treatment programmes. The physiotherapists use a range of approaches that are individually tailored to each child’s needs. This may include exercise programmes, postural management, mobility aids and other specialist equipment.

We provide training and support to empower the patient and their parents/carers and other professionals involved to promote confidence in managing their condition.

Children’s physiotherapists recognise the importance of working in partnership with the child, parents and carers to maximise a child’s physical abilities and independence.

Working with:

- Occupational Therapists
- Paediatricians
- Health visitors
- Teachers
- School nurses
- GPs
- Social workers
- Speech and Language Therapists
- Orthotists
Conditions treated:
Children’s physiotherapy covers a wide range of clinical practice and conditions, which affect physical skills, function and development:
- Neurological conditions, e.g. Cerebral Palsy, Head Injury
- Neuromuscular disorders, e.g. Muscular Dystrophy
- Developmental delay
- Rheumatological conditions, e.g. Juvenile Idiopathic Arthritis
- Congenital disorders, e.g. Spina Bifida, Talipes, Torticollis, Plagiocephaly
- Orthopaedic conditions, e.g. Fractures and injuries
- Congenital syndromes and metabolic diseases
- Conditions where mobility and function may be effected, e.g. Oncology
- Post-operative rehabilitation
- General musculoskeletal complaints such as joint hypermobility

What is Occupational Therapy?

The primary goal of an occupational therapist is to help people to take part in everyday life. We work in a variety of ways depending on the needs of the child. Our input may include any of the following:
- working with parents/carers and families to manage their child’s condition
- providing specialist assessments
- assessing specialist equipment needs at home and in school
- training others to carry out specific interventions
- providing treatment programmes for functional problems
- providing specialist advice to families and schools
- providing therapy individually
- advising, training and educating parents/carers, schools and other healthcare professionals
- providing written reports for statutory educational assessments

How can I refer my child?

A Health visitor, School Nurse, GP or Paediatrician, can refer children with Physiotherapy or Occupational Therapy needs. Please see our website on: www.nlg.nhs.uk for further details.

Meet the Team:

The Children’s Therapy Team has two Managers:
Fiona Clawson and Sarah Howard, who are based at the Diana, Princess of Wales Hospital Tel: 01472 302591
We currently have 3 Physiotherapists and 1 Physiotherapy Assistant. There are 2 Occupational Therapists and 1 Assistant. We are all working from the Hospital.

Deciding on therapy:
If your child needs therapy we will chat with you to decide together what the main concerns are for you and your child. We will then think about what we want to achieve, how best to do this and how long this might take. Progress will be measured with you.

Children’s Speech and Language Therapy

This service monitors all children’s speech and language during early childhood. The Speech & Language Therapists work in a range of settings including clinics, special and mainstream schools, nurseries, homes and hospitals as appropriate. For those children who have on-going difficulties with speech and language, the therapists can continue to work with young people up until the age of 19 years (for children with special needs) or 16 years for children in mainstream schooling. The frequency and level of support may vary, as the child’s needs change.

What do we offer?

We see children aged 3-17 years for assessment and therapy. We see children at the following locations:

- Child Development Centre
- Community settings
- Hospital clinics
- We also see babies and children with eating and drinking difficulties from Birth. The children might be seen in their Home, on the ward or at the Child Development Centre.

What is Speech & Language Therapy?

Speech and Language Therapy (SLT) helps children and young people with:

- Listening to and making different speech sounds
- understanding spoken language
- putting words together and/or making sentences
- voice (such as persistent hoarseness)
- stammering
- social communication skills
- eating and drinking difficulties
- a mix of any of these

Sometimes these difficulties happen along with other problems such as learning or hearing difficulties but this is not always the case. Children might be born with Speech Language and Communication Needs (SLCN) or may develop these as a result of illness or trauma. For many children, there is no clear reason why their communication skills have not developed in the way that they should have.

How can I refer my child?

Children with all speech and language problems can be referred by:

- Parents
- Health Visitor
- Schools
- GP
- Paediatricians

Please see our website: www.nlg.nhs.uk or contact our Department (01472 302591) for a copy of the referral form.
Who don’t we see?

- Children who are younger than 3 years are not seen by our service. If you have any concerns or worries, please talk to your Health visitor or your local Children’s Centre. There is a Children’s Centre Speech and Language service available for this age-group;
- Children with only a mild to moderate delay;
- Children are not seen in school unless they have a Statement of Special Educational Need or Education, Health and Care Plan that includes speech and language therapy;
- Children with sensori-neural Hearing impairment;
- There are children with life-long difficulties with language, such as Autism and Learning disabilities who may need specific language work at different stages in their life. Children with these conditions are seen as and when they need therapy but this will not be all of the time.

Meet the Team:

The Children’s Therapy Team has two Managers:
Fiona Clawson and Sarah Howard, who are based at the Diana, Princess of Wales Hospital
Tel: 01472 302591
We currently have 5 Therapists and 1 Assistant working from the Hospital.

Deciding on Therapy:

If your child needs therapy we will chat with you to decide together what the main concerns are for you and your child. We will then think about what we want to achieve, how best to do this and how long this might take. Progress will be measured with you.

Child Development Centre (CDC)

Diana, Princess of Wales Hospital, Scartho Road, Grimsby DN33 2BA
(01472) 874111 ext. 7100/7102

Core offer for children:

Assessment, advice and support for families and carers of children from birth to 5 years old who have severe or complex additional needs.

Introduction to the service:

The CDC houses 2 services: CDC Nursery and the Multi-Agency Developmental Assessment Team. The CDC Nursery offers groups and therapy/play sessions. It is available to children from birth to 3 years old and its team is made up of Children’s Nurses, a Nursery Nurse and Play Specialists. Multi-Agency Developmental Assessment is available for children between the ages of 2 and 5 years old. The assessment team includes those from the Nursery, but also involved are psychologists, Early Years practitioners, therapists and a Paediatrician (children’s doctor).

What our service does:

**CDC Nursery** – Weekly Parent and Child groups are held during term times.

The aims of the group are to provide:

- Emotional support and develop a shared understanding with parents/carers of their child’s health and developmental needs;
• Signposting to and working with other agencies including Portage if needed;
• Monitoring and responding to health needs with Paediatricians, Health Visitors, and dieticians;
• Trialling and providing play/stimulation activities that are appropriate to the child’s level of development;
• Monitoring development and providing access to further multi-agency assessment if necessary;
• Making early links with Children’s Centres, Play Groups and Nurseries.

Play/therapy sessions are also held daily Monday to Friday during term times for children between the ages of 22 months to 3 years. Children can access sessions in agreement with parents and professionals, following multi-agency assessment. Children with complex and multiple needs can access these sessions for the term before having a focussed multi-agency assessment.

The Nursery team works closely with Children’s Therapy services to plan and review individual programmes to promote opportunities for the child’s development. These programmes are shared with parents/carers and any other professionals working with them.

**Multi-Agency Assessment:**

Where a child is thought to have a severe/complex additional need, building a wide and full picture of their capabilities is essential. The Assessment is a combined approach to understanding a young child’s development. The team work together with parents and other professionals to build a picture based on the child’s play in the home, in their educational setting and at the CDC during a small number of sessions. Observation of their play is combined with some developmental testing activities and discussions with parents/carers. The assessment concludes with the development of a ‘Support Plan’ involving everyone of importance to the child.

What is the purpose of the service?
The CDC’s services have been developed to help families and carers to understand and cope with young children’s development when concerns have been expressed about it. Nursery and Multi-agency team involvement will provide the basis for:

• Short-term advice and support with their development for everyone caring for or working with a child
• Ideas for further assessment
• Continued monitoring of the child’s progress where this is needed

How do you get a referral to our services?

**CDC Nursery** — Weekly Parent and Child Groups are accessed via referral by Paediatricians, the Neonatal Team, Therapy services, Portage, Health Visitors and the Early Support Pathway. Play/Therapy sessions are accessed either just before or following a multi-agency assessment.
Multi-Agency Assessment - Referral for this assessment is usually through the Early Support Pathway, after the completion of a Common Assessment Framework (CAF) form by a professional involved with a family. It can also be accessed directly where a child has a Child in Need (CIN) or Child Protection Plan (CPP) already in place.

Educating children with health needs

There is statutory guidance from the Department for Education which local authorities must have regard to when carrying out their duty to arrange suitable full-time education (or part-time when appropriate for the child's needs) for children who are unable to attend a mainstream or special school because of their health. This duty applies to all children and young people who would normally attend mainstream schools, including academies, free schools, independent schools and special schools, or where a child is not on the roll of a school. It applies equally whether a child cannot attend school at all or can only attend intermittently. See p51 – Young People's Centre.

For further information visit:
http://www.education.gov.uk/aboutdfe/statutory/g00219676/health-needs-education

Enuresis (bedwetting) Clinic

Core offer for children:

- The child must be 7 years or older (support is offered by the general School Nursing Team prior to this age);
- The child must have primary nocturnal enuresis (a child who has never been dry at night);
- We do not accept cases of secondary nocturnal enuresis (i.e. prevailing medical conditions or where there are emotional issues that may be a contributing factor).

Introduction to service:

The School Nursing Service offers an Enuresis Clinic for all children aged 7 years and above. There are four clinics spread across North East Lincolnshire and they run once a month from 9 – 5pm, depending on the clinic. School nurses are qualified nurses who have undertaken further training in enuresis in order to support children and families.

What our service does:

- Appropriate advice is given on the first appointment with a detailed history and assessment undertaken;
- Basic background work, such as fluid correction and the identification of underlying problems can be identified from the assessment. The level of motivation and environmental problems are identified early;
- Leaflets are given to assist families understand why enuresis occurs and the treatment options;
- Dependant on the assessment, the family will be given information on medication, alarms and bladder training to try and assist the child to become dry at night;
• If no success is achieved after 6 months the family will be referred to the GP for further investigation or given a break from the clinic. We do offer continued support via the School Nursing team should the family want it.

What is the purpose of our service?
To offer support, assessment and treatment tailored to the circumstances and needs of the child or young person with the aim of helping them to stop wetting the bed at night.

How do you get a referral to our service?
• GP, Practice Nurse or Paediatrician
• Health Visitor or School Nurse
• Children’s Centre or School
• Parents can refer themselves by contacting the service directly

Family Action Support Team (FAST)

Core Offer for Children:
FAST is a targeted specialist health service, promoting mental health and wellbeing in families with children and young people aged 0 to 11 years with on-going attention and behaviour difficulties including Attachment Difficulties, Autism Spectrum Conditions (ASC), Attention Deficit Hyperactivity Disorder (ADHD), Dyspraxia, Developmental Delay and other complex needs and associated parenting difficulties. Packages of care are agreed with the referred child and their family.

Introduction to the Service:
FAST provide a range of therapeutic interventions to meet the needs of families with children aged 0-11 years with enduring social, emotional and challenging behavior, including Attachment Difficulties, Autism Spectrum Conditions (ASC), Attention Deficit Hyperactivity Disorder (ADHD), Dyspraxia and other complex needs and associated parenting difficulties.

• Offering early intervention and identification;
• Supporting public health initiatives;
• Delivering evidence-based, clinically effective practice

Staff have a wide range of expertise including Adult, Child and Disability Registered Nursing, Health Visiting and Specialist Community Public Health Nursing, Nursery Nursing with extended training including ADHD, Autism, Family and Cognitive Behavioural Therapy and have wide experience of acute hospital care for adults and children and extensive work in primary care working with families in different settings. Staff are members of diagnostic assessment panels (for example Attention and Behaviour Pathway).

Parents and carers are sent letters to confirm appointments, which can be used to explain the necessity for school absence. A copy can be forwarded to schools on parental consent. Children attending FAST during school time can receive an attendance mark at school as work undertaken meets the criteria for ‘educated otherwise’.

Accessibility of Building: Fully wheelchair accessible

What our service does:
Families access FAST with a referral from other professionals, currently through the CAF process. Parents and children are invited to discuss their needs and are assessed to determine and agree the service provided. Work may be with parent only, parent and child and/or wider family members.

Services provided to families include a range of targeted strategies/programmes and workshops:

- Targeted holistic assessment of family need to enable accurate identification of support needed;
- Understanding and Managing Attachment Difficulties Babies/Toddlers Parallel Programme (Parent & child);
- Empowering Parents Enabling Children Parallel Programme (Parent & child);
- Understanding & Developing Social Skills for children with hidden disabilities Parallel Programme (Parent & child);
- Understanding and Managing General Anxiety Parallel Programme (Parent & child);
- Understanding Anger and Managing Challenging Behaviour Parallel Programme (Parent & child);
- Understanding & Managing Oppositional behaviour;
- Understanding & Managing Autism Spectrum Conditions (ASC);
- Understanding & Managing Attention Deficit Hyperactivity Disorder;
- Understanding & Using Visual supports, routines, structures and social stories;
- Understanding & Managing School Transition;
- Sibling support group (Chillin out group (COG) for siblings aged eight plus-families accessing the service);
- Liaison/Communication with Professionals/, attendance at meetings and preparation of reports;
- Professional training programme.

What is the purpose of our service?

We aim to assist parents to develop skills to help children to develop social communication skills, improve behaviour management and emotional wellbeing. To increase parent/child understanding and management of Attachment Difficulties, Autism Spectrum Conditions (ASC), Attention Deficit Hyperactivity Disorder (ADHD), Dyspraxia and other complex needs. To assist children to develop the skills to reach their full potential.

Group/child observations contribute to further professional diagnostic assessment, for example, Attention and Behaviour pathway. FAST provide training to multi-agency professionals to increase the knowledge and skills to enable them to understand and support children and families more effectively.

How do you get a referral to our service?

At present (subject to review) to access the FAST service please speak to a professional working with your family/child (for example. Health Visitor, School Nurse, School/Children’s Centre Staff) to request completion of a CAF (Common Assessment Framework). It is expected that you will have first worked with other professionals and that this work has been reviewed and suggests further specialist work is required prior to applying to FAST. When making a referral it is helpful to include as much information as
possible including: any work that has already been carried out; the main concerns that you are seeking support for.

Health and Well-Being

For further detailed information regarding Health and Well-being visit the Saying It All website.

The health and well-being site does exactly what it says; it is about keeping you fit and happy. In this accessible website you will find lots of information for people with learning disabilities and their carers on all things to do with health and general wellbeing from what to do and expect whilst you are in hospital right through to fun things you can do to keep fit, healthy and active.

Health Visiting Service

The Health Visiting Service is usually informed by its health partners when a baby is born, or a child under 5 years of age moves into the area and is registered with a local GP. This information is used to contact parents and arrange appropriate Health Visiting contacts. If you believe that this information has not been received by the Health Visiting service, please contact the service directly.

Families are allocated to the appropriate Health Visiting team depending on where they live and a named Health Visitor is identified to organize their health visiting care. For feedback on the Health Visiting Service including complaints/compliments, the Health Visiting Service Manager can be contacted on 01472 255212. Alternatively you can contact either: The Patient Advice and Liaison Service (PALS) 01472 625222 or 01472 326426 (NELC).

You can get further advice and help with your concerns and complaints from: Care Quality Commission, Finsbury Tower, 103-105 Bunhill Row, London, EC1Y 8TG - email: enquiries@cqc.org.uk - General enquiries Tel: 03000 616161.

Health visitors support all families with pre-school children, from pregnancy to starting school. Health visitors are based at Children’s Centres in the borough and can enable and support parent/carers to provide sensitive and effective parenting during the first months and years of life. You can talk to your health visitor about any concern you may have about your pre-school child.

Healthwatch (supported by nbf-North bank Forum)

This service is available to make sure your views on local health and social care services are heard. Healthwatch is based at 146 Freeman Street, DN32 7AN. Contact the office on 01472 361459 or e-mail healthwatchnel@nbforum.org.uk

School Nursing

Core offer for children:

- National Child Measurement Programme – height and weight of all children in Reception and Year 6;
- Hearing and vision screening for all children in Reception;
• Delivering the childhood vaccination schedule which includes: Human Papilloma Virus (HPV) in Year 8, Diphtheria, Tetanus and Polio (DTP) and Meningitis C (Men C) in Year 9;
• Drop-in service for pupils in Secondary Schools;
• Support in school for pupils with complex health needs that may require a care plan or advice on a range of health issues including continence, behaviour, emotional support;
• Home visits;
• Health education and promotion in school, i.e. hand-washing, puberty, healthy eating;
• Referrals to sexual health clinics, enuresis clinics, hospital consultants, speech therapy, dental services and many more agencies.

Introduction to service:

School Nurses are qualified nurses. Some hold a School Nursing degree qualification. The team also includes health care assistants and we work together to provide support for school-aged children and their families. The School Nursing service will liaise with doctors and other health professionals, teachers and social workers to meet the needs of children and young people through advice, information and support.

What our service does:

The School Nursing team help school-aged children and their parents find the support and services they need throughout their school lives. Their responsibilities include assessing health needs and agreeing individual and school health care plans. This involves a range of activities including screening for early recognition of anything that may cause difficulties in school such as vision, hearing or emotional problems. The team promotes good health practices with individual children, young people, families and within school, and delivers health education sessions in the classroom to support this where necessary.

What is the purpose of our service?

The School Nursing service provide a progressive universal public health provision to all children and young people between the ages of 4.5 and 19 years, with a focus on early intervention and prevention. School nursing teams lead and contribute to improving the outcomes for children and young people in partnership with families and key agencies such as health visitors, Children’s Centres, schools and GP’s. The overall aim is to improve health and contribute towards tackling key public health priorities, address health inequalities and safeguard children.

How do you get a referral to our service?

You do not require a referral, you just need to contact the school nursing team at: William Molson Centre, Kent Street, Grimsby, DN32 7DJ. Tel: 01472 325295.

St. Andrew’s Children’s Hospice

Core offer for children:
24 hour care and support for children, young people and their families who have progressive life-limiting or life-threatening conditions.

Introduction to the Service:

St Andrew’s Children’s Hospice provides palliative care in a friendly home-from-home environment for children and young people from birth to 25 years of age who live in the Lincolnshire and Hull & East Riding areas.

What our service does:

We provide specialist palliative care, regular short breaks for the child/young person or for the whole family together.

We also provide symptom control, emergency and end of life care, specialist advice and expertise, practical help and information as well as 24-hour telephone support. Alongside this we have a team, which offers family support, complementary therapies, chaplaincy and creativity services. We also support brothers and sisters of anyone accessing the children’s hospice.

What is the purpose of our service?

St Andrew’s Children’s Hospice is here to provide support to the children/young people and their families through the challenges that having a life-limiting condition can bring over many months and years. The staff are committed to the philosophy of providing quality of life for the child/young person and family to enable them to share the valuable time they have left together.

How do you get a referral to our service?

Anyone can refer to our service, parents, family members, friends or experts such as doctors, nurses and other professionals. A referral can be made in writing, by telephone or by visiting the hospice. All that we ask is that the hospice is discussed with the child/young person and family prior to a referral taking place.

Wheelchair Services

North Lincolnshire Primary Care Trust, Northern Lincolnshire and Goole Hospitals NHS Foundation Trust and North East Lincolnshire Care Trust provide wheelchairs for people with a long-term physical disability that affects their mobility, including services for children.

For eligibility criteria and categorization schedule please contact Wheelchair Services Department, Diana, Princess of Wales Hospital, Scartho Road, Grimsby, DN33 2BA or Tel: 01472 874111.

3. Social Care Support

Social care information in the Local Offer:

The local offer must include information about social care services supporting children and young people with SEN. This should include:
- services provided in accordance with section 17 of the Children Act 1989 for children and young people with SEN;
- childcare;
- leisure activities;
- support for young people when moving between social care services for children to social care services for adults, including information on how and when the transfer is made;
- support for young people in living independently and finding appropriate accommodation;
- short breaks for disabled children, young people and their families.

**Early Intervention and Prevention:**

The purpose of early intervention is for parents/carers, children/young people aged 0-19 and professionals involved with the family, to work in partnership to improve outcomes for children, young people and the family. The aim is to sort problems at the earliest opportunity before they are able to escalate. Early intervention is about looking at the causes, rather than the symptoms, of problems and working to resolve them together. Providing a range of low cost, early interventions can prevent the need for more costly interventions later on. Where the level of need cannot be met by universal or targeted services then it may be appropriate for the child or young person to be assessed by children’s social care to determine whether they are a child in need.

**Children in Need:**

A child is defined as being a child in need if:

- They are unlikely to achieve or maintain, or have the opportunity of achieving, or maintaining, a reasonable standard of health or development without the provision for them of services by a Local Authority;
- Their health or development is likely to be significantly impaired or further impaired, without the provision of such services;
- They are disabled

Under Section 17 of the Children Act (1989) it is the general duty of every Local Authority to:

- Safeguard and promote the welfare of children within their area who are in need; and,
- So far as is consistent with that duty, to promote the upbringing of such children by their families by providing a range and level of services appropriate to those children's needs.

**Short breaks for children and young people with a disability:**

A short break is any service which allows a disabled child to have an enjoyable break away from their parent/carer(s) and also gives their parent/carer(s) a break from their caring responsibilities. A short break is not the same as childcare, which is to enable parents to work or attend work related training. Short breaks can be for a few hours or longer, including overnight, and can be provided in lots of different ways. An example
might be extra support for your child to attend an activity. Section 25 of the Children and Young Person Act requires local authorities to provide short breaks for families with disabled children. Regulations relating to this duty require each local authority to provide a short breaks services statement so that families know what services are available, the eligibility criteria for these services, and how the range of services is designed to meet the needs of families with disabled children in their area.

For further information refer to the Short Breaks Statement…… Short Break Statement

Short breaks are matched to meet the child's needs, interests and preferences and aim to provide:

- Extra social opportunities for the child;
- A break for the parents and child; or
- Time for parents to spend with other children in the family.

The North East Lincolnshire Local Offer combines all short break services, which can be accessed without a detailed assessment. These are referred to as ‘Universal’ and ‘Targeted’ services. Specialist services require an assessment. There are three different types of short breaks available:

1. Universal support
   This is the support available to everyone through universal settings, such as Children’s Centres, Youth Centres, libraries, leisure centres and social activities. The majority of children who require services will receive them through such resources. These should be your first point of call.

2. Targeted support
   Some disabled children and young people with less complex needs will require targeted or a small amount of additional support to access some universal services. Targeted support is often short-term assistance to help access mainstream services such as youth groups, Scouts, Guides and sports clubs. This might include advice or training for providers or short-term additional support to enhance confidence and skills, if necessary. Assessment is not required.

   For more information on targeted support please refer to the Short Breaks Statement.

3. Specialist support
   This is for children with more complex needs or challenging behaviour. To access these services your son/daughter will have had a social care assessment of need. These services are only provided as part of an overall support package. This involves a more in-depth and individual process to look at the specific needs of each child or young person and their family.

   We assess children and their families to ensure that their short breaks needs are fully understood and to tailor a service according to their need in an appropriate setting.

   The types of specialist short breaks available include:

   - Day care;
   - Overnight stays;
   - Weekend stays (often one weekend in six);
   - Occasional longer stays (depending on availability);
• Befriending; and
• Leisure and social activities.

The short breaks will be designed around the child and family's specific needs and will be age appropriate. Short breaks provision will be reviewed at least once a year to ensure that this remains suitable and is providing the support required. Short breaks for older children may include skills for adulthood such as travel training, social skills or promoting independence, where appropriate.

For more information on specialist support please refer to the Short Breaks Statement.

**Support around the family (also known as CAF - Common Assessment Framework):**

Where a family needs additional support from a number of organisations and professionals, the family needing support should contact the professional they feel most comfortable with. This may be a health visitor, teacher, therapist or consultant. If it is felt necessary, this professional can, with the parents agreement, request that all of the relevant services are brought together to support the family.

This is called the “team around the family” and helps staff from the various organisations involved with a family to gather and understand information about the needs and strengths of the family, child or young person, based on discussion with them, their family and others involved. A lead practitioner will assist families with a plan to meet the identified needs.

For further information visit: need an assessment.

**Adaptations:**

Adaptations may be available to help support your child in the home such as grab rails, handrails, stair lifts or bathroom conversions to accommodate a level access shower. For further information see “Children’s Occupational Therapy”.

**What to do if you’re worried about a child:**

If you are concerned about the welfare of a child or young person, please contact our Children’s Assessment and Safeguarding Service (CASS) on 01472 325555. Your contact details will be taken by a member of the Business Support Team and will be passed onto the MASH (Multi Agency Safeguarding Hub) team. A Principal Social Worker will then call you back and talk to you about your concerns in confidence. If the child you are calling about is in immediate risk of harm, you will be transferred through to the MASH team immediately.

The Multi Agency Safeguarding Hub is the access point for all new referrals to Children’s Social Care within North East Lincolnshire. Once all information has been gathered within the MASH a decision will be made regarding the level of service which may be needed, which can include 'signposting' to other services, advice given, assessment of need and intervention and support to children in need or in need of protection. On occasion it is necessary to formally intervene in families where a child's safety cannot be ensured, and to co-ordinate a multi-agency response to safeguard those children at risk from harm. Support to children and families will be accessed through a social worker within the Children’s Assessment and Safeguarding Service who, as well as providing immediate
intervention, will assess, monitor, review and provide services to children in need, looked after children and children in need of protection.

The aims are to:

- Provide social care services for children in North East Lincolnshire who require support or protection in order to meet their full potential;
- Carry out assessments and provide services in accordance with national standards;
- Wherever possible, we support children within their own families;
- Investigate child protection concerns and work closely with other agencies to ensure children are safeguarded;
- Work with service users to agreed outcomes wherever possible;
- Seek permanency for children who cannot live with their birth families;
- Work in partnership with colleagues from health, education, Police, North East Lincolnshire Council, private and voluntary organisations to provide positive outcomes for all children.

**Out of hours service:**

CASS also run the Out of Hours Service, which you can contact on 01472 325555. This service is an EMERGENCY ONLY service open from 5.00pm - 8.30am. Please only contact the Out of Hours Service if you have a concern whereby a child is at immediate risk of harm and the call cannot wait until the following morning when a Social Worker from CASS will be available to take your call.

**Adoption:**

Making the decision to adopt is one of the biggest steps anyone can make; it can also be the most rewarding. Adoption is all about making a difference to a child's life by providing a stable, loving and permanent home.

Who can adopt?

There is no such thing as a typical adopter. Applicants are welcome from those over the age of 21 years including:

- Married couples or couples living together in a stable relationship;
- Same sex couples living together or in a civil partnership;
- Single applicants;
- Applicants from outside the North East Lincolnshire boundaries;

There is no discrimination on the grounds of age, class, culture, disability, race or sexual orientation.

If you are interested in finding out more about being an adoptive parent, please contact Tel: 325545

Dedicated adoption team members will provide further information about the process. The North East Lincolnshire Adoption service are a small, committed and established team who have been rated as outstanding by OfSTED.
What support is available for Vulnerable Young People?

The Vulnerable Young People Project (VYPP) is part of the North East Lincolnshire Council’s People Directorate.

A range of support services is provided to meet the differing needs of children and their families. The services work in partnership with families, helping parents and carers to raise their children to be happy, healthy, and achieve their full potential.

The VYPP is aimed at children and young people aged between 8 to 18 years old that are identified as having difficulties in educational, social or family settings and are currently involved with three or more agencies.

The VYPP is based in a large Victorian house on the East Marsh and offers alternative and formal education packages for 38 weeks of the year, holiday activities and overnight respite care.

During the school holidays the service offers activity based programmes to all the young people on the project.

The VYPP, which looks like a home and has the feel of a home, offers a nurturing environment for young people. There are no formal education work areas, although formal education sessions do take place.

What is on offer?

Young people that meet the criteria are offered individual packages of support that are tailored to incorporate their strengths and weaknesses, which could be made up of the following:

- Alternative Education
- Formal Education
- AQA-Certificated Unit Award Scheme
- Life Skills
- Outreach
- Respite
- Creative and Sporting Activities
- Immingham Motorcycle Project
- Bicycle Repair and Joinery
- Work Experience

Who can make a referral to this service?

- Education
- Social Care
- CAMHS
- Youth Offending Service
- Young People’s Support Service

How do I make a referral to this service?

Complete a referral form using the criteria as a guide. Ensure the referral is signed by a
Service Manager or Head of Service. Once a completed referral has been received by the VYPP, it will be presented at the VYPP board meeting, which is held once a month. If accepted you will be contacted and further arrangements will be made to introduce the family to the service.

If you require any further information please contact: Sandra Snell at the VYPP, Tel: 01472 325421.

**Children's Disability Service:**

How to access support for a child with additional needs:

If you wish to know more about what support is available for a child or young person with additional needs, please contact the Children's Disability Service (CDS) on 01472 325607.

If you have a concern about the welfare or safety of a child, please contact the Referral and Assessment Service on 01472 325555.

The CDS will, like Family Information Services, provide you with information about Universal Services and more specialist groups that can offer support, without the need for an assessment.

North East Lincolnshire Council have an Eligibility Criteria to access certain services for which an Assessment is needed. CDS undertake assessments of need and parents/carers of children with disabilities can ask for an assessment if the Universal Services are unable to meet their needs.

Following the assessment, a support plan will be agreed with the child and family. This may include direct provision of services or a Direct Payment.

The CDS will review the Support Plan regularly with the emphasis being on promoting inclusion, meeting identified outcomes and supporting the family as a whole.

**Making a Complaint about Children’s Social Services:**

Every Social Services Department must have a complaints procedure in place. Complaints regarding Children's Social Care are dealt with by the Information Governance, Complaints and Consultation Team and can be contacted at:

Municipal offices, Town Hall Square, Grimsby, DN3 1HU, Tel: 01472 326298.
Email: res-customerservices@nelincs.gov.uk

Any service user or somebody who is accepted as acting on behalf of a service user has the right to have their concerns properly looked into through the complaints procedure. You can contact the Complaints and Information Access Team for assistance and help to understand the complaints procedure. You can make a complaint by telephone, fax, letter, email or by requesting that a member of the complaints team visit you to discuss your complaint. You can also submit a complaint using the online complaints form, following the link under Related Content to the Complaints, Complaints and Suggestions webpage.

Some young people need help to speak for themselves and to get other people to listen to what they say. This is particularly true when young people are defined as 'service users'
and are cared for by other people who are in a position of power over them. Helping young people to speak for themselves during the complaints procedure and ensuring that they are heard is known as 'advocacy'. If you would like to make a complaint but would like the assistance of an advocate, please let the Complaints Team know when you first submit your complaint.

**Advocacy Service:**

All children and young people who receive a service from children's social care services are able to make a comment, compliment, suggestion or complaint about the service that they receive.

Some young people need help to speak for themselves and to get other people to listen to what they say. This is particularly true when young people are defined as "service users" and are cared for by other people who are in a position of power over them. Helping young people to speak for themselves and ensuring that they are heard is known as advocacy. The person providing advocacy is called an advocate.

An advocate can be a friend, family member, school teacher etc. If you do not want any of these to be an advocate for you then you can approach the Complaints and Information Access Team who will contact an advocate on your behalf.

Your advocate will be available to support you throughout the whole complaints process. The advocate will ensure that your views are discussed and will support you at all times.

**Direct Payments - Giving You Choice and Control:**

Direct payments are a different way of purchasing support services needed, for your child or yourself. Once your child's needs have been assessed and identified, you will be given the money that it would normally cost the local authority to provide services to meet those needs.

Please note that direct payments can only be accessed following an assessment of need undertaken by your social worker or Children’s Disability Service.

Support can mean different things, such as support from a place or team of people, support with personal things like bathing, dressing etc., or support to get out and about.

Direct payments are a good way of being the boss of your own life. You are in charge and you chose what services you use, when you use them and who you get them from.

When you purchase the services of a personal assistant or carer, you become an employer. This means that you have the responsibilities associated with being an employer, such as paying wages and any national insurance contributions due for your employee. You are also responsible for managing your employee. You may have to advertise for your personal assistant, write out a job description and draw up and agree a contract of employment with them.

Some aspects of becoming an employer can seem quite daunting to most people, but the local authority provide a Direct Payments Officer to help you to understand and run your
direct payment. They help to sort out some of the hard things with you and make the process as simple and easy as possible.

North East Lincolnshire Council also provide you with the option of using a separately funded payroll service to take the difficulty out of managing payroll and national insurance.

Who are Direct Payments paid to?
- Parents of disabled children (ages 0-17 years);
- Carers with parental responsibility for a disabled child;
- Young people or adults (aged 16 or over)

What things can't Direct Payments be used for?
- to purchase services which the local authority runs;
- to purchase services provided by the NHS;
- to purchase services from a close family member who resides at the same address as you, other than in exceptional circumstances

How can I get Direct Payments?
Firstly you would need to contact your social worker and they will carry out an assessment with you and your child to find out what support you need. If you don't have a social worker you would need to contact the Children's Disability Service. The social worker would then consider how your needs can be best met and this may be through the direct payments scheme.

Once your assessment has been completed, your case will be taken to the Disability Panel for approval. The panel is made up of a group of senior staff from different services including Local Authority, Health and Education. They meet to ensure that children and families receive services based on the needs identified in their Child in Need Plan and that this is done in a fair and open way.

Once approval has been given for the identified need to be met through direct payments, the Direct Payments Officer will contact you to begin setting you up ready for receiving Direct Payments. At this point the process can take in excess of 6 weeks to complete. This is because all personal assistants/care workers for families and children in receipt of direct payment in North East Lincolnshire Council must have a satisfactory Disclosure and Barring Service check in place. This is North East Lincolnshire Council policy and is there to ensure that your child is properly safeguarded.

The Direct Payments Officer will help you to get everything completed and in place ready for your payments to begin as quickly as possible.

What sort of things have parents said about their experience of direct payments?
'I was worried about having direct payments because I had heard that it is complicated. However I have found the whole thing very straightforward and have been well supported throughout. I will be recommending it to others.'

'I am so excited about direct payments. It's really flexible and it's changing my life already.'
How can I find out more?

Speak to your social worker, or alternatively contact the Children’s Disability Service. You may also find it helpful to visit the Department of Health website using the link under Useful Websites.

**Youth Offending Service**

The principal aim of the Youth Offending Service is to prevent offending by Children and Young Persons.

Tackling delays - halving the time from arrest to sentence for persistent young offenders, speeding up justice for all young offenders.

Confronting young offenders with the consequences of their offending and helping them to develop a sense of personal responsibility.

Intervention, which tackles the risk factors associated with offending - personal, family, social, educational, health, drugs, accommodation, peer group pressure, low self-esteem, poor academic attainment etc.

Punishment proportionate to seriousness and persistence of offending, with a range of penalties available to the Courts (referral orders, action plan orders, detention and training orders, reparation orders, parenting order etc.)

Encouraging reparation to victims or to the community by young offenders.

Reinforcing the responsibilities of parents.

The work undertaken by the team falls mainly within the following areas;

- Preventative Work
- Pre-court Diversion
- Court Attendance and Bail Supervision
- Referral Orders
- Supervision of Community Orders
- Custodial Sentences and Supervision on Licence
- Multi-agency approach

For any further information about the work of the Youth Offending Service, please contact the team 01472 325252 **Youth Offending Service**

**Find out more about Social Care:**

Children's social care provides a wide variety of services and below are links to further information about some of those services. For any further information you can contact the main Social Care reception, tel: 01472 325555.

**The Carers' Support Service:**

The Carers’ Support Service has become the new provider of Carers’ services in North East Lincolnshire. There is a brand new Carers’ Centre in the centre of Grimsby (1 Town
Hall Square) and there will be several “spoke” sites in the surrounding communities. The trustees and staff at the Carers’ Support Centre and the Carers’ Support Service are looking forward to working with the Carers of North East Lincolnshire and are confident that, together, we can help to improve your lives.

If you are a Carer in North East Lincolnshire, please register with the new service by calling 01472 242277 or e-mailing info.nel@carerssupportcentre.com

**The NEL Keyworker Service, part of the Children’s Disability Service:**

provides support to children with additional needs and their families. The service promotes a Key Working (Lead Professional) model of support providing a single point of contact for children and families. The service works with families to build upon their strengths and to enable them - through timely information, practical and emotional support and co-ordination of services - to meet the needs of their child/children.

For further information contact: Children’s Disability Service 01472 325607.

**Family Resource Service:**

The Family Resource Service (FRS) is part of the Directorate of People. FRS works in partnership with families to help parents and carers to raise their children to be happy, healthy and achieve their full potential.

FRS works in partnership with a number of teams/agencies both within the Local Authority and the Independent/Voluntary Sector. FRS has close links with Children’s Centres and also the NSPCC. In partnership with the NSPCC, FRS manages the Hidden Harm Worker Service and supports the Funky Fed Up Friends (FFUF) and Help Us to Understand (HUTU) support groups for children who have experienced problematic substance or alcohol use in their home environments.

**Residential Children’s Homes in North East Lincolnshire:**

North East Lincolnshire Council looks after approximately 150 young people at any one time. The vast majority of these are accommodated in foster care. About 15% of these live in homes run by the Local Authority. North East Lincolnshire Council has always sought to look after its children within their local community. Our aim is for only children aged 11 years and older to be admitted to these placements. Its four mainstream homes are based in various locations in Cleethorpes and Grimsby, providing 14 beds. In addition there are also three smaller locations that provide care for up to six disabled children, whom are looked after on a full-time basis, [also see Short Break Services and Cromwell House].

**Runaway and Missing from Home and Care Protocol:**

This protocol was agreed in June 2011 by the Local Safeguarding Children Board (LSCB). The protocol relates to children missing from home or care and the steps that will be required to consider preventing running away and action required when a young person is missing.
Children run away for a wide range of reasons. However, this should be interpreted as an indicator of an underlining problem which requires support and intervention - most importantly it should highlight that there is something wrong.

All children and young people have the right to a safe and secure environment. Running away can have both short and long term consequences on these five areas which will inevitably prevent a children or young person from achieving these outcomes and consequently not reaching their full potential.

Most children who run away will return themselves in a short period of time. However, each case that comes to the attention of the Police or the Local Authority will be responded to quickly and the risks to the child identified.

This LSCB protocol explains the difference between young people who have run away and those who are absent without authorisation. It also emphasises the joint role between agencies in identifying the whereabouts of a child and ensuring their safety.

Further information, contact the website: The Runaway and Missing from Home and Care

Through Care:

The Through Care Service provides support to young people in the long-term care of the Local Authority, or those who have been looked after and those who legally meet the criteria as a care leaver. The Service works with young people from 5 – 21 years, following a referral from fieldwork services. For further information, contact the Through Care website or the service direct at Unit 5, Acorn Business Park, Moss Road, Grimsby, DN32 0LT – Tel: 01472 326355.

4. Information, Advice and Support

Housing:

Housing issues can range from needing adaptations to a property for a disabled child / young person, to finding accommodation, costs associated with housing or even support to live independently. Help with Finding accommodation can be found on the following website: http://www.nelincs.gov.uk/resident/housing/housing-advice-for-young-people/


Self-Directed Support:
Self-Directed Support involves a number of key steps that distinguish it from the old approach to assessing people’s needs. The aim is to give people as much choice and control over the help that they get as they are able and willing to take on.

An assessment is required which in itself includes a number of ‘self-assessment’ questions. These questions should only take a minute to complete. They are used to work out how much should be spent on social care needs. Some people may need help with this and this help can be anyone the person trusts - family, friend, advocate, support worker or care practitioner.

How much an individual should have in their Personal Budget is worked out from the responses to the ‘self-assessment questions’ using a formula called the Resource Allocation System (RAS). This allows a support plan to be developed, again with help where necessary.

The Local Authority signs off this plan. People then manage their resources in a number of ways – usually receiving them as Direct Payment to themselves or a relative, or to a service provider who manages them on their behalf. Support is then arranged according to the plan, and progress reviewed in due course.

Organisations that can give advice on:

- **Tax Credits, Pension Credits and Benefits**
  
The Department for Work and Pensions [www.dwp.gov.uk](http://www.dwp.gov.uk) or telephone 0800 88 22 00
  
  H M Revenue and Customs [www.hmrc.gov.uk](http://www.hmrc.gov.uk) or Tax Credit Helpline: 0845 300 3900
  
  Job Centre Plus [www.jobcentreplus.gov.uk](http://www.jobcentreplus.gov.uk) or telephone 01472 245400 or 0800 055 6688 (new claims) or 0845 6088546 (for follow up calls)
  
  Turn2us  [www.turn2us.org.uk](http://www.turn2us.org.uk) or telephone 0808 802 2000
  
  The Pensions Service [www.thepensionservice.gov.uk](http://www.thepensionservice.gov.uk) or telephone 0845 6060 265 (for general questions), 0845 300 1084 (for information on State Pension) or 0800 99 1234 (for information on Pension Credit)
  
  Age Concern [www.ageuk.org.uk](http://www.ageuk.org.uk) or telephone 01472 344976 or 0800 009 966
  
  The Royal British Legion (For ex - servicemen) [www.britishlegion.org.uk](http://www.britishlegion.org.uk)
  
  The Citizens Advice Bureau [www.adviceguide.org.uk](http://www.adviceguide.org.uk) or telephone 01472 252500
  
  The Community Advice Service [www.communityadvice-services.org](http://www.communityadvice-services.org) or telephone 01472 240256
  
  Directgov - [www.direct.gov.uk](http://www.direct.gov.uk)

- **Managing Debt**

  Consumer Credit Counselling Service (CCCS)

  If you are considering getting a debt management plan to help you cope with your debt problems, you should seek expert debt advice before making any final decisions. The Consumer Credit Counselling Service debt help charity offers free and impartial advice to help you make the best decision for your individual needs. Their online tool will create personalised budgets and debt advice to suit your particular problem and all their services are totally free to use. To use this tool please view the CCCS website: [www.cccs.co.uk](http://www.cccs.co.uk)

  Wade House, Merrion Centre, Leeds, LS2 8NG. Telephone 0800 1381111

  National Debtline  [www.nationaldebtline.co.uk](http://www.nationaldebtline.co.uk) Telephone 0808 808 4000

  Moneyline 238 Freeman Street, Grimsby, Telephone 01472 267600 OR Civic Centre,
Pelham Road, Immingham, Telephone 01469 57263, www.elmline.co.uk
Credit Union, Grimsby/Cleethorpes, Telephone 01472 361990, www.nelcu.org
Payplan www.payplan.com Tel 0800 280 2816 Payplan offer free debt advice and information for people struggling to manage their money. Payplan's expertise covers the range of formal debt solutions available such as Individual Voluntary Agreements and Debt Management Plans. They can also offer guidance on how to deal with court proceedings such as County Court Judgments
Bankruptcy-Insolvency.co.uk debt advice service www.bankruptcy-insolvency.co.uk Tel 0800 0746918
Advice UK www.adviceuk.org.uk Tel 020 7469 5700
Christians Against Poverty Tel 0800 328 0006, www.capuk.org

• Tenancy Agreements, Repair Issues and Evictions

Repair Issues and Tenancy Agreements - N E Lincolnshire Council, Private Sector Housing. Tel 01472 324727
Evictions - N E Lincolnshire Council, Customer Services. Tel 01472 326401
Shelter www.shelter.org.uk National freephone line: 0808 800 4444 Humber Region: Hull Independent Housing Aid Centre. Tel: 01482 329591

• The Local Landlord Association

For advice on joining, please contact the Secretary - Tel: 07765929963 humberlandlordssecretary@yahoo.co.uk or look at the Association's Website on www.humberlandlords.com

Changes to Benefits from April 2013

Welfare Reform changes affecting Housing Benefit and Council Tax Benefit customers, including information about the Council Tax Reduction scheme, ‘Bedroom Tax’ and advice on claiming from the Social Fund. Find out what help is available and how your entitlement is calculated.

The Housing Benefit and Council Tax Reduction schemes are there to help if you are working and on a low income, or if you receive any other type of welfare benefits. Before you apply visit our making a claim page, which will explain how to submit the application form, and the supporting evidence you will need. You only need to fill in one form to apply for both Housing Benefit and Council Tax Reduction. Housing Benefit and Council Tax Reduction claim form

Housing Benefit:

You may be entitled to Housing Benefit if you:

• are legally responsible for paying rent for the home you live in; and
• are legally responsible for paying rent for the home you live in; and
• have savings and investments of less than £16,000 (unless you receive Pension Credit Guaranteed Credit, as different rules apply).

Council Tax Reduction:

Council Tax Reduction (previously Council Tax Benefit)

Local Offer GA 28 August 2014 35
You may be entitled to this if you:

- are legally responsible for paying Council Tax for the home you live in; and
- have savings and investments of less than £16,000 (unless you receive Pension Credit Guaranteed Credit, as different rules apply).

Council Tax Reduction and Housing Benefit are calculated in a similar way. When you fill in a joint Housing Benefit and Council Tax Reduction application form we will automatically consider your entitlement under both schemes.

Council Tax Benefit ended in March 2013. It has been replaced by a new scheme called the Council Tax Reduction Scheme. Pensioners in North East Lincolnshire continue to receive the same levels of support as previously, but working age people may see a reduction in the benefit they receive, depending on their situation.

**Free School Meals:**

You can get free school meals for your child if the child is in full-time education, you are responsible for the child, and you are getting one of the following benefits:

- Income Support;
- Income based Job Seeker's Allowance;
- Pension Credit (Guaranteed Credit);
- Employment and Support Allowance (income related);
- Child Tax Credit (if the Tax Credit Office say you have an income each year of below £16,190)

If you receive both Child Tax Credit and Working Tax Credit, your child will not qualify for free school meals.

**Person-Centred Planning:**

A Person Centred Plan usually starts with a meeting between the person concerned and other “key players” – family advocate, teacher, and adult social worker. The plan is drawn up in a way that the person can understand and is developed at a pace that they feel comfortable with. The plans are often written on large sheets of paper where symbols and pictures are more important than words. Person Centred Approaches help to understand what is important to people and ways to support them. The plan centres around helping the person achieve their ambitions, aspirations or even dreams. A little like lifestyle planning. A typical plan will contain the person’s goals in areas like education, employment (if appropriate) and day/evening activity, but it will also contain those special goals that we all have and would like to achieve one day.

**Help Managing Your Money:**

Further information and advice about a wide range of finance – related matters can be found on the [www.services4.me.uk](http://www.services4.me.uk) website including:

- Advice about benefits that can be paid whilst in paid work;
- Citizen and community advice services and facilities;
- Financial advice and support services;
- Personalised Adult Social Care and Health Care Services;
- Supporting people Government-funded scheme to help individuals live independently;
- Paying for Care Home fees;
- Advice about having a Support Plan;
- Advice about using a Personal Budget

5. Early Years and Child Care:

Childcare:

Childcare is available for all children, but will vary depending on the age, range and number of children each provider is registered with OfSTED to provide care for. Types of childcare available in North East Lincolnshire are full day care, pre-school playgroups, child-minders, out of school clubs (this includes before and after school care) and holiday clubs.

Providers of childcare should take steps to remove barriers that may exclude children with special educational needs or disabled children/young people.

All types of childcare should take steps to remove barriers that may exclude children with special educational needs or disabled children or young people.

For more information on providers in North East Lincolnshire, link into the following website: Looking for childcare? or contact the Family Information Service 0800 18 303 17, text: 07624 802 438 or email fis@nelincs.gov.uk.
Community Child-minders:

The Community Child-minders Network are a group of registered child-minders that will provide high quality flexible childcare for disabled children/young people and support their families in a home-based setting. The child-minders will work from the child's individual needs and interests to ensure they best meet the needs of each child in a safe and secure environment. The use of Direct Payments (see section 2) and the financial support through benefits and tax credits may address some of the costs of this care.

Early Years Provision:

All children aged 3 or 4 are entitled to up to 15 hours of flexible free early education every week. Your child becomes eligible for the grant in the term following their 3rd birthday and they will continue to receive the grant up until they begin statutory education. Your child must be attending either a private day nursery, playgroup, pre-school group, independent school or accredited child-minder registered with North East Lincolnshire Early Years Service and who provide early education for children aged 3 and 4 years.

What is my flexible free entitlement to early years provision?

Since 2013 families who meet the criteria could be entitled to 15 hours free Early Education for their 2 Year Old.

2 year old funding - Is your 2 year old entitled to free childcare?

As a family, you must be claiming one or more of the following benefits to be eligible for free school meals and the 2 year old funding.

- Income support;
- Income based job-seekers allowance;
- Income related employment and support allowance;
- Support under the VI of immigration and asylum act 1999;
- The guarantee element of state pension credit;
- Child tax credit, providing you have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190

Additional criteria for September 2014:

- Working Tax Credit providing you have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190

Or if your child:

- is looked after by the Local Authority;
- is accessing the Early Years Support Pathway;
- has left care through special guardianship or an adoption or residence order;
- is in receipt of the Disability Living Allowance;
- has a current Statement of Special Education Needs or an Education Health and Care Plan.

Here's how it works:
If your 2 year old is eligible, they can access 15 hours per week for 38 weeks per year. The childcare can be taken over a minimum of two days and no session can be longer than ten hours a day or shorter than two and a half hours a day. No sessions to be before 7am or after 7pm, funding can be split between a maximum of two providers and a child is eligible to start the term after their second birthday until the term after their third birthday.

What happens next?

You can find out if you are eligible for funding in North East Lincolnshire by applying through the form available in the related forms section of this page or by contacting the Family Information Service on 01472 326293 and select option 4 or by using the e-mail service fis@nelincs.gov.uk.

You will receive a letter stating whether your child is eligible for funding which will include details of local childcare providers. If successful, take your letter confirming funding to your chosen childcare provider to check the availability of places. You will also receive a letter if you are unsuccessful but if your personal details change in the future you can re-apply. If you need any support in choosing the type of childcare, please contact the Family Information or your local Children's Centre.

Free flexible entitlement for 3 and 4 year olds:

The term after your child’s third birthday they are entitled to 15 hours of free early years provision per week during term time. You can choose for your child to receive their early years provision from a registered provider which can be either:

- Group based childcare;
- Independent school;
- Children’s Centre where day care is available;
- Accredited home-based childcare such as an accredited child-minder;
- Nursery unit/class in school/school nursery

You may claim your child’s early years provision from a maximum of two providers. Not every provider in North East Lincolnshire is registered to offer the flexible free entitlement. To be eligible, providers of childcare must register with North East Lincolnshire Council's Early Years and Childcare service and be registered with OfSTED.

For a list of registered group based providers, independent schools, nursery schools/units and Children’s Centres who deliver the Flexible Free Entitlement please download a copy of the list of Approved Childcare Providers:

List of approved Childcare providers for 2 Year Olds /

List of approved Childcare providers for 3 and 4 Year Olds

If you would like to discuss the flexible free entitlement in more detail, please contact the Family Information Service.

**Early Years Support**

Early Years Support is provided for children from birth to school age with additional needs. The child will be showing signs of delay in their development. The Early Support workers can work with the parent and child to offer advice, information, and support to parents on health, education and social care issues while promoting and developing skills through play. Parents or professionals can contact the Social Care Duty Team: Tel: 01472 326298.
Children’s Centres:

North East Lincolnshire Children's Centres are at the heart of the Governments Every Child Matters: Change for Children Programme. They are a key facility for providing services that families need. Find your nearest children’s centre

It’s up to you when to register with your Children's Centre. You can register when visiting your midwife appointments or you can wait and register later on. There are lots of staff within Children's Centres who are able to register you and your family. As soon as you register you will receive information, guidance and timetables and newsletters on a regular basis.

To register with your local Children's Centre contact the Family Information Service - Register with a Children’s Centre. If you are already registered, find out more about news and activities in your centre or for general information and up-dates- contact:

The FIS Team Tel: 0800 18 303 17

Click for further information on the following web pages:

View and book school holiday activities

Need help applying for a school place?

Information for children with additional needs

Looking for services and activities for children and young people aged 0-19 years?

Where do I go if I need further support?


Special Educational Needs/Disability Support Service for the Early Years (CDC Education Team)

This small team of experienced Early Years Practitioners is based at the Child Development Centre (CDC) within the Diana, Princess of Wales Hospital site. As part of a larger team of specialist professionals, they are available to families and Early Years providers to assist in the identification and assessment of children under 5-years-old with significant additional or complex needs.

The CDC Education team work closely with the Portage Service and provide specialist advice and support to families and practitioners as part of North East Lincolnshire’s Early Support Pathway. They also integrate with the CDC Nursery team of Children’s nurses and Play Specialists.

The Education team provides two specific services:

1. Multi-Agency Developmental Assessment
The Multi-Agency Developmental Assessment is designed to help families and practitioners to understand a young child’s development when concerns have been expressed about it. The team works in partnership with parents and other professionals to build a picture based on the child’s play in the home, in their educational setting and at the CDC during a small number of sessions. Observation of their play and some developmental testing activities provide the basis for:

- Short-term advice and support with the child’s development for everyone caring for or working with the child;
- Ideas for further assessment;
- Continued monitoring of the child’s progress, where this is needed.

Referral for this assessment is usually through the Early Support Pathway after the completion of a Common Assessment Framework (CAF) form by a professional involved with a family. After assessment, families and practitioners can seek further advice or review by contacting a team member on (01472) 874111 ext. 7102.

2. Educational Outreach Support

The CDC Education team also offers practical advice, support and expertise to educational settings, after an assessment, for a limited period. They share the understandings gained about children during Multi-Agency Assessment with Early Years practitioners and help them to improve and implement individual plans for the child’s development. They will also support the engagement of parents and carers in their child’s progress. The Early Years Teacher who leads the team also provides Early Years-specific SEN and Disability advice to schools as a member of the Learning and Cognition Team. This service is accessed by educational settings by contacting the Early Years Teacher: Paul Cook: paul.cook@nelincs.gov.uk or paul.cook6@nhs.net, Child Development Centre, Diana, Princess of Wales Hospital, Scartho Road, Grimsby DN33 2BA. Tel: 01472 874111 ext.7102 or 07917455025.

6. Education and Schools

What do we mean by “SEN”?

The term special educational needs (SEN) has a legal definition which is set out in the Education Act 1996. It applies to children who have learning difficulties or disabilities that make it significantly harder for them to learn or access education than most other children of their age.

The term SEN covers a wide range of types of need including:

- Cognition;
- Communication and interaction (specific difficulties relating to social and linguistic skills);
- Specific health and medical issues;
- Specific physical (motor) difficulties;
- Mental health difficulties;
- Sensory difficulties, e.g. hearing, vision, multi-sensory impairment;
• difficulties linked to experiences occurring outside of the educational setting or school;
• social care.

About 20% of children and young people are identified with SEN at some stage in their education. The vast majority have their needs met with the support available in their local school, academy or setting. A relatively small number of children with more significant and complex SEN may need more specialist support.

What do we mean by “disability”? 

The Equality Act, 2010, defines a child with a disability if they have a physical or mental impairment that has a substantial or long-term effect on their ability to carry out normal day-to-day activities. The definition of disability includes a broad range of needs. Research suggests that about 7% of children are disabled.

In North East Lincolnshire we expect that 1.2 percent of children have very complex needs that require specialist services. They will require support in areas of health, education or physical, intellectual, emotional, or social development due to disabilities including:

• multiple and complex health needs or chronic illness;
• sensory impairment such as hearing loss, visual impairment or deaf/blindness;
• a significant and long-term learning difficulty;
• a physical disability;
• autistic spectrum condition;
• a severe communication disorder, or
• a significant pre-school developmental delay

Schools and other educational settings have well-established arrangements for identifying and responding to special educational needs and disabilities. We expect the needs of most children and young people will be met without external specialist services needing to be involved. The formal procedures and specialist services provided by the Council and its partner agencies are therefore targeted at those children and young people with the most significant and complex learning difficulties and/or disabilities. In delivering these services we aim to work closely with parents, schools and settings, other agencies and voluntary organisations in responding to individual needs.

Children with special educational needs or who are disabled have a right to education on an equal basis with their peers. Pre-school provision and the schooling system are required to make provisions to enable children with special educational needs and who are disabled to educationally achieve.

Special Educational Needs in Mainstream Education:

In North East Lincolnshire the majority of children with Special Educational Needs or who are disabled are usually educated in their local mainstream school. This includes children with a statement of Special Educational Needs or Education, Health and Care Plan or, those receiving SEN support and who were previously at School Action or School Action +.
All schools in North East Lincolnshire should provide information about the arrangements in place for:

- Identifying children and young people with SEN and assessing their needs;
- Adaptations to curriculum, teaching and the learning environment and access to ancillary aids and assistive technology;
- Assessing and reviewing pupils’ and students’ progress towards outcomes, including how they work with parents and young people in doing so;
- Supporting pupils and students in moving between phases of education;
- Enabling pupils and students to prepare for adult life so they can go on to achieve good outcomes such as higher education, employment, and independent living;
- Securing expertise among teachers, or other professionals, to support children and young people with SEN;
- Assessing and evaluating the effectiveness of the provision they make for children and young people with SEN;
- Enabling children and young people with SEN to have access to facilities and extra-curricular activities that are available to those who use the setting; and
- Supporting emotional and social development (this should include extra pastoral support arrangements for listening to the views of pupils and students with SEN and measures to prevent bullying).

This information will be included in each school and academy’s local offer and be available to see on each school/academy’s website.

All schools are funded and equipped to meet a very wide range of Special Educational Needs and parents have the right to name their local school for their child. Schools cannot refuse to admit a pupil simply on the grounds of the pupil having Special Educational Needs.

**How North East Lincolnshire provides for children and young people with special educational needs/ disability (SEND) in mainstream settings:**

Our funding scheme has 3 key aims:

- To make resources available to those children who need them as early as possible;
- To involve schools as fully as possible in decisions about how funds are used;
- To enable every school to plan how it provides for every child/young person with special educational needs/disability year on year and to make sure planning is transparent to parents/carers.

What funding is available to a school to meet the needs of all its pupils including those pupils with SEND?

For the vast majority of children in mainstream schools, including those with SEND, money is allocated to the school to meet their needs through the school’s budget. This is through the new Fairer Funding in Schools proposals, which ensure the first £10,000 of costs per pupil will be met from the school’s budget. For those pupils deemed as High Need, additional ‘top-up’ payments are made.
Every school is now developing its own ‘Local Offer’. This sets out a range of provision such as different strategies, programmes, resources and support from which schools will select to meet the needs of children with SEND. These resources are available to all children with special needs in mainstream classes. However, those that have a Statement of Special Educational Needs (or EHC plan) are eligible for the top-up payments described above.

How else is the schools budget money used to help children with special needs?

School budgets can be used to provide training and professional development for staff. This is particularly important in a specialist area such as SEND.

Are there any sources of money to help children with SEND apart from the school budget?

Whilst the needs of all mainstream children can be met through the school budget, there will always be a small number of children whose needs are so complex or unusual that money to support them can only be allocated on an individual basis. In these cases the school can apply for additional ‘top-up’ funding.

High Needs ‘Top-Up’ funding:

- This fund provides for around 600 children North East Lincolnshire in mainstream schools, academies and PVI settings with the most complex/exceptional needs.
- Which children should receive this funding, how much they should receive and for how long is decided by a range of professionals with a wealth of experience in the field of SEND.
- Where funding is not allocated to a particular child who has been proposed for High Needs Top-Up funding the group can still offer advice and the Specialist Services can be engaged.

Why is the North East Lincolnshire system more effective than other systems?

- It ensures that schools get the funding they need at the right time and for the right children;
- It helps schools to have control over the planning and use of their resources;
- It is a fair system that ensures all schools are working within the same guidelines and receive the same amount for the same recognized need, regardless of the location of the establishment;
- It makes better use of the Specialist Services.

How can I be sure that my child will get the help he or she needs?

- All schools/settings must follow the Government’s SEN Code of Practice, which covers all matters to do with children and young people with SEND;
- Every school/setting has a member of staff, known as the Special Educational Needs Co-ordinator (SENCO). Their duties include keeping you regularly informed of your child’s needs and progress;
- Every maintained school/PVI setting’s performance in the area of special educational needs is inspected by OFSTED;
- North East Lincolnshire has a wide-ranging training programme to help staff to maintain and develop the skills they need to meet SEND in mainstream schools.
Will my child need an Education, Health and Care (EHC) Plan in order to get help?

- No. This is because resources are divided on the basis of a child’s identified needs. Resources are now readily available to schools through the funding scheme and as a result, more children will have their needs met without the need for an EHC Plan. However, a Plan will be required for placement into a Special School.

What happens if my child changes school?

- If a child is receiving High Needs funding then this will transfer to the new school/setting.

What do I do if I am concerned about my child?

- You should always call on the school/setting in the first instance through your child’s class teacher and/or, depending on the nature of the problem, the school SENCO.
- If you are still not reassured, speak to the Headteacher or teacher in charge.
- If you still have concerns you can contact any key worker that you may have a connection with, e.g. the educational psychologist or specialist teacher and/or the Parent Partnership Service.

**Information about how to seek an Education, Health and Care assessment**

The local offer must include information about how to request an assessment of Education, Health and Care needs, which is likely to happen where special educational provision currently being made for them by their early years setting, school or college, from their own resources, is not enabling the child or young person to make adequate progress.

The following information is to be included:

- how an assessment can be requested;
- how the local authority will consider a request for an assessment and inform parents and young people of their decision;
- how parents, children and young people will be involved in the assessment process;
- what support is available to help families during the assessment and planning process;
- the timescales involved in the assessment process;
- the process for making an EHC plan;
- the option of having a personal budget, who is eligible, how to ask for one and what information, advice and support is available for securing and managing a personal budget

**Other education provision**

There is extra support available to children with Special educational needs or disability via our Outreach Services.
Access to Outreach Services for Children and Young People with additional needs in North East Lincolnshire:

The Government’s aim is for all Children and Young People (CYP), whatever their background or their circumstances, to have the same entitlement to participate equitably in education, to be included alongside their peers, and to achieve their full potential. Outreach Services in NE Lincolnshire play a crucial role in helping to improve outcomes for CYP with SEN and disabilities in the region.

The following services are available to schools and settings:

1. Communication & Interaction support
2. Physical & Medical Difficulties support
3. Severe & Complex Communication Difficulties support
4. Specialist Advisory Service
5. Education Team for Hearing
6. Education Team for Vision
7. Behaviour Support service

The external services described in 1-3 below are provided to schools and settings through Service Level Agreements with the Local Authority. They provide specialist services, at no cost, primarily in relation to CYP with statements of SEN/Education, Health & Care Plans (from September 2014), and time-limited advice, for a very small number of CYP without statements/EHCPs with severe and/or complex needs.

1. Communication & Interaction (Autism) - the LA working with Barnardo’s.

All referrals for the autism service should continue to be sent by schools to the Learning and Cognition Team. Any queries, please contact Helen Love on 01472 355365.

2. Physical & Medical Difficulties – the LA working with Barnardo’s.

All referrals for support for pupils with physical difficulties should be sent by schools to the Barnardos office via email nelincs@barnardos.org.uk using their referral form.
For any queries please contact the office on 01472 355365.

3. Severe & Complex Communication Difficulties - provided by the Speech and Language Therapy Service.

Service Managers: Fiona Clawson and Sarah Howard - Tel: 01472 302591

All referrals will need to be completed by the referring school or setting and sent directly to the relevant service as above.
Access to the specialist SALT service is determined by the LA and SALT and is not open to direct referral from schools and settings.
The following services (numbered 4-7) are managed directly by the Local Authority and funded via the Schools Forum.
4. Specialist Advisory Service - This is made up of several teams who work together to support children and young people

- **Educational Psychology**
  
  Tel: 01472 323183

  Contact: Dr Suzanne Bradbury  (Principal Educational Psychologist)
  suzanne.bradbury@nelincs.gov.uk
  Admin: Helena.wilkinson@nelincs.gov.uk

  Educational Psychologists (EPs) work in Mainstream and Special Schools with children who have a special educational need or disability. All schools maintained by the Local Authority will have regular Consultation Planning Meetings with their link EP. This is a solution-focused discussion around school issues or individual pupils where the SENCO feels ‘stuck’. Further visits are then arranged as required, for liaison with other staff, individual assessment work, to attend reviews or deliver training. Schools are able to contact the EP office at any time by phone or email to discuss emerging problems or for urgent matters.

  Academy schools are able to buy a service from the EP team or from private EPs.

  Parents wishing to access the service should make contact with the SENCO for their child’s school.

- **Mainstream Key Stage Team:**
  
  Tel: 01472 323172

  Contact: Sharon Gest  Sharon.gest@nelincs.gov.uk
  Admin: Josephine.cooper@nelincs.gov.uk

  This team is made up of Specialist Teachers who provide an advisory service to schools in relation to CYP with statements of special educational needs where their primary and/or secondary need is learning. In addition they advise schools/settings in relation to other CYP whose difficulties in learning meet the attainment-based criteria. All schools have been provided with a matrix to support the identification of children with complex needs. The team are in regular contact with all schools where discussions can be held to determine those CYP most in need of access to the service.

- **Early Years Team** (based at the Child Development Centre):
  
  Contact: Paul Cook  paul.cook@nelincs.gov.uk
  Tel: 01472 874111 Ext: 7102

  The Early Years SEND team offers term-time out-reach advice and support to parents and settings. The team also forms part of the Multi-Agency Assessment Group offering early assessment for children with significant and complex developmental needs. The Early Years Psychologist is also part of this group, as are various therapists.

  Referrals are made through the CAF and Early Support processes. Some children are identified through a medical referral or through Child in Need/Child Protection meetings.

- **Portage Team**:
  
  Contact Maggie Smith  Maggie.smith@nelincs.gov.uk
  Tel: 01472 323177

  The Portage Service is a term-time home visiting educational service for pre-school children with additional support needs. The needs of individual children may present as either severe, complex or profound and multiple difficulties.
All pre-school children with learning support needs are eligible for the service. The service has an open referral system, so parents/carers or anyone with concerns regarding a child’s development and with the parent/carers’ permission, can refer a pre-school child. A general guide to referral would be that a child demonstrates significant developmental delay when compared with their peer group or that the child has a recognised medical condition.

Whilst the service is based at the Municipal Offices in Grimsby, all the children are supported in their own homes. Visits are arranged with the parent/carer on a weekly or fortnightly basis.

The aim of the service is to work in partnership with parents/carers to support young children’s development through play, using the Portage Checklist, which encompasses the following skill areas:

- Infant stimulation,
- Socialisation,
- Self-help,
- Cognition,
- Motor and Language.

Support given through Portage is based on the principle that parents are the key figures in the development of their child, and that they bring considerable experience to the partnership with professionals. Portage helps parents to be confident in their role, whatever their child’s needs may be.

*How to access the service?*

The Portage Service operates an open referral system - which means that any parent with concerns regarding their child’s development, or any professional - with the parent’s permission, may make a direct referral to the service. The Portage Supervisor will make an initial home visit to discuss the service and whether or not it may be appropriate for the child.

*Key to success:*

Portage visits children in their own home. Parents then share with the home visitor their understanding of their child’s individual skills, abilities and support needs. Portage emphasizes the positive and builds on what a child is already doing. Success builds interest and confidence, as children acquire new skills through activities based on play and grounded in everyday situations to make learning fun for all the family.

5. **Education Team for Hearing**  
(ETH) 01472 323465

Contact: Karen Jacklin  
karen.jacklin@nelincs.gov.uk  
Admin: Fiona.neilson@nelincs.gov.uk

The ETH provide advisory and practical teaching support for children and young people who have been diagnosed with a hearing loss and have been given at least one hearing aid, cochlear implant or Bone Anchored Hearing Aid. They work in partnership with families, health and educational settings to provide support from birth to the end of formal education.

Referrals are generally received directly from Diana, Princess of Wales hospital, Grimsby at the time hearing aids are prescribed. However, referrals are welcome from schools and settings where a CYP has moved into the area and already has hearing aids, or the CYP
has received hearing aids from a hospital out of county. ETH do not assess hearing levels.

To ensure fair allocation of available resources, the National Sensory Impairment Partnership (NatSIP) Eligibility Criteria for Scoring Support Levels, is used to determine the level and type of involvement for each CYP. This is reviewed regularly to reflect any changes in need.

6. **Education Team for Vision (ETV) Tel: 01472 323465**

Contact: Tom Saunders  tom.saunders@nelincs.gov.uk
Admin: michelle.popkin@nelincs.gov.uk

The ETV provide advisory and practical teaching support for children and young people who have an identifiable ophthalmic condition and a reduced level of visual function which, even when corrected by spectacles if appropriate, may have an impact on their learning, access to the curriculum and inclusion. They work in partnership with families, health and educational settings to provide support from birth to the end of formal education.

Referrals are generally received directly from Diana, Princess of Wales hospital, Grimsby at the time the visual impairment is diagnosed. However, referrals are welcome from schools and settings where a CYP has moved into the area and has already been diagnosed with an identifiable ophthalmic condition.

To ensure fair allocation of available resources, the National Sensory Impairment Partnership (NatSIP) Eligibility Criteria for Scoring Support Levels, is used to determine the level and type of involvement for each CYP. This is reviewed regularly to reflect any changes in need.

7. **Behaviour Support Service:**  
Tel: 01472 323688

The challenge for the Behaviour Support Service is to support schools, academies and other educational settings to meet the needs of children and young people (C&YP) with emotional, social and behavioural difficulties.

The Service will develop a model of support for C&YP, which reflects and meets the full range of their emotional, social and behavioural needs. This will focus on the expertise of teaching and support staff, in a variety of settings, and combine with the input from a wide range of statutory, voluntary and private services and stakeholders. A wide range of high quality support will be provided that is flexible, focused, accessible and personalised.

The Service will support schools, academies and other educational settings to:

- improve provision for C&YP with challenging behaviours;
- support individual C&YP with emotional, social and behavioural difficulties in mainstream settings;
- support individuals who need to be educated outside a mainstream setting.

To achieve this, the Service will manage the commissioning and brokerage of provision, advice and guidance on issues related to behaviour and attendance. There will be a range of provision made available which is both mainstream schooling based and is extended to include a series of Pupil Referral Units and alternative provision opportunities.

The Service will work with schools and academies to develop alternatives to permanent exclusions for pupils. This will be done, by encouraging schools and academies to work
together, in partnership, which places the child at the centre of any considerations about
the most appropriate setting to meet the child’s needs. This will be provided for all phases
of education.

To achieve this, the Service will manage the Behaviour and Attendance Collaboratives
(BACs) at both primary and secondary phase. The secondary BAC will have a particular
regard for transition, both from primary and to tertiary.

The Service will consistently, consider, monitor and review the provision of high quality
programmes and desired outcomes. This means ensuring that the range of provision
available to the Authority is effective, equitable and sustainable. In doing this, the most
appropriate provision will be in place to meet the needs of children, young people and their
families.

**Alternative educational provision:**

**Pupil referral units:**

Section 19 of the Education Act 1996, “Exceptional provision of education in pupil referral
units or elsewhere” sets out the duties of a local authority to make provision for suitable
education at school or otherwise than at school for those children of compulsory school
age who, by reason of illness, exclusion from school or otherwise: for example, children
with behaviour issues; those who have short- or long-term illness; those who have learning
difficulties; school phobics; teenage mothers/ pregnant teenagers; or pupils without a
school place, may not for any period receive suitable education unless such arrangements
are made for them.

This is the legal duty that a local authority must provide education for pupils who would not
receive education, if the local authority did not provide it.

There are two Pupil Referral Units (PRUs) in North East Lincolnshire: the Young Peoples’
Centre and Phoenix House. Admissions are determined by the Local Authority.

**The Phoenix House PRU:**

The Phoenix House PRU provides for pupils with behaviour, emotional and social
difficulties. The primary responsibility for the PRU is to make provision for permanently
excluded pupils and work to facilitate the pupil’s return to school after a short period of
skilled and focused intervention and teaching.

Children and young people educated in alternative provision (AP) are among the most
vulnerable. They include pupils who have been excluded or who cannot attend
mainstream school for other reasons: for example, children with behaviour issues, those
who have short- or long-term illness, those who have learning difficulties, school phobics,
teenage mothers, pregnant teenagers, or pupils without a school place.

**The Young People’s Centre:**

This is a centre offering full-time education to students, mainly Key Stage 3 and Key Stage
4 who are unable to attend a mainstream school. The centre offers a wide-based
curriculum leading to external examinations in BTEC or GCSE.
It also offers many opportunities to enhance both life and social skills, placing great
emphasis on building self-esteem and confidence.
The centre also operates a Home Tuition Service from the centre itself, for Key Stage
1 to Key Stage 4.
Alternative Provisions for Children and Young People with Behavioural Difficulties

CPO Media
The Warehouse, 155 – 159 Freeman Street, Grimsby, DN32 7AR

Operations Manager – Maureen Favill - 01472 240 440 email: maureen@mycomedia.com

CPO Media is accredited through local partners to deliver National Open College Network (NOCN) qualifications to Level 3. Up to 30 students study accredited qualifications in Functional Skills Maths and English – at levels set on assessment on admission. In addition to this they study a Level 2 qualification in Skills for Employment. Additionally, regular art and PE lessons and personal development sessions are delivered both in groups and individually. Literacy classes are structured to take account of history and other humanity subjects.

Every student is expected to progress in functional skills and to pass the employability qualification. Improving attendance and better behaviour are important and the provision has excellent relationships with not only Behaviour Support Services but also Youth Offending Service (YOS) and Young People’s Support Service (YPSS) – through which we offer Careers information, advice and guidance (IAG) – and other agencies including the Police. This has lead to a holistic approach to support which we believe has a real positive impact on learners.

Newchase House
Annesley Street, Grimsby, DN31 1LG

Steve Ives - 07981 063276 email: steven.ives1@ntlworld.com

Newchase House offers alternative education provision for up to 36 children and young people. Tailored individual programmes are suited to each student’s needs to help them achieve their full potential. Seven core ‘programmes’ provide the framework for the timetables. The educational programme includes English, maths, information and communication technology, Sports Leaders and personal development. In addition reintegration to school, nurture, emotional and social wellbeing, vocational, careers information and guidance and post-16 transition are all covered.

All students are offered transport to and from the provision, to help improve attendance and better routines. Small classes, in new open-plan facilities, provide a structured and predictable environment in which children can begin to trust and learn.

DKM Assessment and verification Ltd
Unit 1, Sargon Way, Grimsby Business Park, Grimsby, DN37 9PH

Ben Mills - 01472 898498 – email: bmills@dkmg.co.uk

DKM Assessment and Verification is an established training provider which has been operating for over 9 years. The provision is construction industry focused and has delivered a number of various contracts over the years for young people. The range of programmes is within the construction and hospitality & catering industries. Qualifications
offered throughout the provision are employment focussed giving young people a true reflection of work within each industry.

**Current pre 16 Alternative Education 2013**

**1 Day per week - workshop provision**

*Cskills Award in Multicraft Construction (12 Credits)*

**2 Days per week - workshop provision**

*Cskills Certificate Building Craft Occupations (27 Credits)*

**5 Days per week - Personalised Learning and Nurture Centre – the Northern Council for Further Education (NCFE)**

*NCFE Functional Skills in Mathematics*

*NCFE Functional Skills in English*

*NCFE Functional Skills in ICT*

*NCFE Personal and Social Development*

**Vocational Options**

**EDEXCEL “Skilled for life”**

(This suite of units gives young people small measurable targets/outcomes - employability/personal development/work preparation)

DKM has excellent wrap-around support throughout the provision to aid young people achieve their full potential. This support is directed by our Pastoral Care Manager who has many years of experience dealing with complex and challenging individuals.

DKM works closely with other agencies, Academies/schools and parents/carers to ensure that all data sharing is regular to help with the development of the young person.

**The Motor Project**

The North East Lincolnshire Motor Project is a registered charity providing accredited training in Motor Vehicle Studies. It can deliver an ABC Award qualification (vocationally related qualifications) with students working towards an ABC Award Level 1 in Motor Vehicle Studies, either Award, Certificate or Diploma. This is depending on the number of hours they attend and their level of interest.

It does not enrol any young person unless enrolment and external verification fees are agreed with the school/agency referring the young person. Current costs for enrolment are £70.00 and this includes course enrolment, external verification, portfolio materials and in-house costs.

The pass rate for students gaining a qualification is approximately 95%, which is achieved particularly when they attend and show an interest.

Students not enrolled on the ABC Award Level 1 will carry out motor vehicle and engineering tasks, which will give them experience and an understanding of engineering and mechanical skills.

Due to the nature of the work being carried out at the Motor Project, it is only able to cater for small groups of up to 8 young people per day.

**Responsibilities of the schools/settings:**
Within the requirements of the SEN Code of Practice, schools/settings will be asked to provide evidence of the 'relevant and purposeful action' they have taken to try and promote progress when they make a referral to the specialist teams as appropriate. Children, young people and their families should be consulted at every stage.

However, there are occasions where children can be better educated at a school that has specialist support.

**Special Schools:**
For some children the local authority may decide that their needs are such that they can best be met by attending one of the 2 special schools in North East Lincolnshire:

**Cambridge Park Academy**
This is a special school catering for a range of pupils with learning difficulties, many of whom are on the autistic spectrum.

**Humberston Park Academy**
This is a special school for children with more severe, complex or multiple learning difficulties aged 2-19. Many children on roll are on the autistic spectrum. Referral to both schools is through the Local Authority. Children attending both schools will have statements of special educational needs/education or education, health and care plans.

**List of Non-Maintained and Independent Special Schools**
To find the list of non-maintained special schools and independent schools catering wholly or mainly for children with SEN, and Independent Specialist Colleges in England [and Wales] which have been approved by the Secretary of State to give parents and young people a statutory right to request that they are named on a Statement or SEN or an EHC plan, contact SENART on 01472 323170.

**Further Education Opportunities:**
Young people (on leaving school) and adults, can apply to attend college for which the entry requirements may vary from course to course. All colleges are required to have provisions to enable people with additional needs and disabilities to learn.

**Grimsby Institute of Further and Higher Education (GIFHE)**
Grimsby College provides Education and Training for students with learning difficulties and disabilities. Provision enables all students to access vocational and life skills training in order to help them to reach their potential. Students are taught in small groups and support worker assistance can be made available and, where necessary, on a one-to-one basis.

For further information contact: GIFHE, Nuns Corner, Grimsby, N.E.Lincs., DN34 5BQ
Tel: 01472 311222

**Franklin College**
Franklin College is a Sixth Form College on Chelmsford Avenue in Grimsby, North East Lincolnshire, England, serving 1,500/2,000 students, including adult learners. Franklin College provides an excellent learning experience, in an inclusive and supportive learning environment which inspires students to achieve their potential.

For further information contact: Franklin College, Chelmsford Avenue, Grimsby, NELincs., DN34 5BY Tel: 01472 875000 email: college@franklin.ac.uk

**Linkage Community Trust**

This is a national charity based in Lincolnshire, delivering high-quality specialist education, care and employment support services to people with learning disabilities.

Linkage College, which delivers specialist further education services, is the longest-established independent specialist college in the country and accommodates both residential and day students, aged primarily between 16 and 25. The college attracts young people from across the country, as well as young people living in Lincolnshire, North Lincolnshire and North East Lincolnshire and specializes in Down Syndrome, Autism, Asperger syndrome, Williams syndrome, Fragile x syndrome, speech and language difficulties, visual impairment, hearing impairment, Epilepsy or physical difficulties.

Linkage is specifically designed to promote increased independence that leads to employment opportunities. Whether a day student or as a resident, students have the opportunity to develop skills, confidence and knowledge in fun, exciting and challenging environments to enable students to develop as adults and be better prepared for the next choice in life. Support is offered to all students in a variety of ways including tailored support during students’ educational programmes through subject dedicated learner assistants and also non educational times, such as early mornings, evenings and weekends to support all students with both their social, health and independence needs.

In addition to an independent specialist college, Linkage also delivers the following to young people with learning disabilities: Adult Skills, Residential Care, Supported Living, Community Support, Short Breaks and Employment Services.

The value of these integrated services is that they offer a holistic framework of support that underpins individual life and learning journeys and, we believe, demonstrates a culture of inclusion, high expectation, involvement and achievement. This is exemplified in the experiences of both current and former students, many of whom have the experience of a 24-hour curriculum and move on, post-college, to live in Linkage supported accommodation and gain paid work with the support of Linkage’s Employment Services.

Linkage currently supports 230 service users in Care and Community Support services and more than 80 post-16 students in our independent specialist college on both daytime and residential basis. Working with a network of more than 140 employers, Linkage currently supports 40 service users to sustain paid employment and enables more than 200 individuals to access work experience. Many of our service users are able to build their confidence, comfort and capability in one of our Linkage-managed social and commercial enterprises.

For further information contact: Linkage Community Trust, Main Road, Toynton All Saints, Spilsby, PE23 5AE, Lincolnshire Tel: 01790 752499

**Parent Partnership Service**

Local Offer GA 28 August 2014
Every Local Authority in England and Wales has a duty to provide “a Parent Partnership Service which will provide impartial and neutral information and advice on SEN (special educational needs) matters to the parents and carers of children with SEN in their area” (SEN Code of Practice).

North East Lincolnshire has chosen to strengthen the impartiality of their service by working in partnership with Barnardo’s.

Whilst our service is funded by both partners, it is Barnardo’s who employ the staff and run the service. Our aim is to provide support for parents and carers of children who have special educational needs (SEN). Above all, we seek to empower parents and carers so they can play an active and informed role in their child’s education, in partnership with their child’s school and/or the local authority.

Our service is free to all parents and carers of children and young people with a special educational need living in North East Lincolnshire.

We are also available to provide information, advice and training to schools, particularly SEN co-ordinators and SEN governors. This is a free impartial service, which supports parents/carers with children who have or may have special educational needs.

For further information contact the service manager at: 11 Dudley Street, Grimsby, DN31 2AW or Tel: 01472 325609 or email: Judith.Kilvington@barnardos.org.uk

Parents Participation Forum

You may ask “What is Parent Participation, and why is it important that it continues in North East Lincolnshire?”

Parent/Carers can help pinpoint problems frequently experienced by families with disabled children. This knowledge is useful to professionals to help them improve how services are delivered, so they better fit family’s needs.

With successful parent participation both parents and professionals work together recognising each other’s specific knowledge and therefore informed decisions are made which make the best use of people’s time and money.

With cuts that are being made to services and money tight for those that survive, it is vitally important that local parent/carer(s) get involved with crucial decisions being made to ensure that what money there is available is spent wisely to best benefit disabled children and their families.

The North East Lincolnshire Parent Participation Forum (NELPPF) is the local opportunity for parent/carer(s) to have their voices heard and help influence local decisions that may affect their families.

The Forum meet on a regular basis at the North East Lincolnshire Carers’ Centre, 1 Town Hall Square, Grimsby.

All parent/carers are welcome. For further information, please contact:
email - nelppf@virginmedia.com; Tel – 07583474892 - Co-ordinator - Karen Hoe
Chair - Marie Fitzgerald.

Dispute Resolution, Mediation & Appeals:
Wherever possible North Lincolnshire Council will try to resolve issues or areas of disagreement by meeting and talking with those involved in supporting children and young people (0-25) with special educational needs and/or disabilities. This includes not only the parents and carers but also the children and young people themselves.

It is acknowledged that sometimes it is not possible to reach a resolution without the help of a third party. This section provides advice on seeking formal dispute resolution, using mediation services; or the circumstances and process for lodging an appeal with the First Tier Tribunal. If you need help, the Named Officer of the Authority will be happy to give you information and advice - Tel: 01472 323170 or 323166. You may also contact the Headteacher or Principal of your child’s school if you wish.

Alternatively, you can seek advice and support from the Parent Partnership Service who can be contacted as follows: Service Manager, Parent Partnership Service N E Lincs, 11 Dudley Street, Grimsby, DN31 2AW. Tel: 01472 325609.

Parents/carers and young people over 16 can access our dispute resolution service on a voluntary basis but if they wish to appeal to the SEN and Disability Tribunal formal mediation must be considered and contacted before the appeal will be accepted.

The local authority has commissioned Community Accord to carry out both dispute resolution and mediation and in doing so will help to resolve disagreements between parents or young people and early years providers, schools or post-16 institutions about the special educational provision made for a child or young person, whether they have Statements of SEN, EHC plans or not.

The staff of Community Accord, based in Bradford, are not employed by the local authority and are completely independent. You can find out about these services by contacting SENART on 01472 323170.

However, should you wish to appeal against a decision regarding your child’s special educational needs, you can do so by writing to: First-tier Tribunal (HESC), Special Educational Needs and Disability, Mowden Hall, Staingdon Road, Darlington DL3 9BG.

Tel: 01325 392760 or email: sendistqueries@hmcts.qsi.gov.uk
Website: www.justice.gov.uk/tribunals/send
Disability Discrimination Helpline: 08706065750

An information booklet giving guidance on how to appeal is available from the Tribunal Office at the address above.

However, before you decide to appeal we would welcome the opportunity to discuss your views.

Entering into Mediation Service arrangements does not affect your right to appeal to the First-tier Tribunal (SEN and Disability).

7. Preparing For Adulthood

Support available to children and young people to help them prepare for adulthood:

Local authorities must set out in the local offer the support available to help children and
young people with SEN move into adulthood. Support should reflect evidence of what works in achieving good outcomes and include information about preparing for and finding employment, finding somewhere to live, and participating in the community.

Preparing for and finding employment should include information about:

- support for transition into employment such as Supported Internship study programmes and how to apply for them;
- Apprenticeships and Traineeships;
- support available from job coaches and how to obtain it;
- support available from employment agencies;
- support available from Year 9 to help children and young people plan their careers, including signposting to where they can obtain information and advice about setting up their own enterprise; and
- financial support available, including from the Department for Work and Pensions, when they are looking for work or once they are employed.

**Transition:**

For young people with special educational needs and disabilities, transition is about growing up and preparing for adulthood.

Transition is the move from:

- school to post-16 education choices such as sixth form, college and university;
- children’s social care and Paediatric services to adult social care and health services.

You will begin to receive information about the transition process when your son/daughter is age 12/13 in Year 7 & 8 so you have clear expectations about the options and services available and can make informed choices about the future. Follow the above link or visit [http://www.nelincs.gov.uk](http://www.nelincs.gov.uk) for the transition leaflets if you have not received them from school, and further information.

Transition discussions will usually start when your son/daughter is age 13/14 in Year 9 at school. An action plan will be created and will focus on what your son/daughter would like to do, and what support will need to be put in place. Key aspects of everyday life, education/work, housing, health, transport and relationships, social and leisure activities will all be included. By the final year at school, there should be a clear plan for life after school, stating who will be providing the relevant on-going support and how this will be funded. Your son/daughter should be at the centre of any discussions and planning for their future. It is essential that you and your son/daughter participate fully to make sure that your wishes are included.

The Council and Clinical Commissioning Group (CCG) have created a [NEL Transition Strategy](http://www.nelincs.gov.uk) to ensure people have a consistently good experience of transition from childhood to adulthood – and from children’s to adults’ services, where there are eligible needs.

The [Positive Transition Framework](http://www.nelincs.gov.uk) which has been agreed between the key organisations supporting transition, explains the different stages of the transition process and sets out the things that young people, parents and carers can expect to happen and how they can be involved in the decision making processes.

During transition, social care support is provided by either the Children’s Disability Service or the Transition Service. The [Transition Service](http://www.nelincs.gov.uk) is jointly funded by the Council and CCG.
to focus on preparing young people for adulthood - it will provide information, advice and support to young people with a disability and/or a Statement of SEN/EHC Plan age 13-25.

Contact 01472 325224 if you would like to speak to a Transition Worker or email Chs-TransitionService@nelincs.gov.uk

In Year 11 (around age 16) a referral to adult social care will be made by either the CDS or your Transition Worker so a decision about the level of support that is likely to be available to your son/daughter as they reach age 18 can be made.

Some people will not have needs that are eligible so their sources of alternative support will need planning. Support from the Transition Service may still be available.

If your son or daughter has eligible needs that will be funded by adult social care after age 18, joint working will take place from age 16. Responsibility for your son/daughter’s social care will transfer to adult social care on their 18th birthday.

Focus (Adult Social Care) within North East Lincolnshire is commissioned by the Clinical Commissioning Group and the Council.

Focus includes the A3 service which is the ‘gateway’ to adult social work/care. The Priorities Framework is used to decide the level of support that each individual needs, based on their assessment.

Telephone 01472 256256 or e-mail to A3TeamPublic@nhs.net

For further information and guidance on support services and adult social care or health care take a look at the website www.services4.me.uk

For more information on how adult services are ‘Changing Lives in Partnership’ follow this link or visit services4me.

Sayingitall is an accessible website with lots of information for people with learning disabilities and their carers.


Support for young people in living independently and finding appropriate accommodation:

Some young adults are happy to stay at home with their parents or carers. Some prefer, or will need, to get a place to live on their own, or with friends, once they move into adulthood at age 18.

If you think you would like to move house, people you may want to talk to are your family or carers, Care Practitioner, Transition Worker, Social Worker or Health and Well-being Co-ordinator about your choices and what would best meet your support needs.

There are lots of different options for places to live and what you have will depend on your resources, what you want, as well as the support that you require. This could be a:

Shoreline property - Shoreline currently manage all the council houses for North East Lincolnshire. Council houses are offered to those who need them most, based on an assessment of their needs. This assessment is done via the Council. Call 01472 326296;
1. KeyRing Support Network. KeyRing's support is based on people living in their own homes but sharing their skills and talents with each other and with their communities. Locally, there are two KeyRing Networks established;

2. Hostel;

3. Shared ownership: getting a mortgage to buy part of a house;

4. Home ownership: buying all of a house;

5. Use of a trust: using money looked after by other people;

6. Buy to let: buying a house to rent;

7. Family investment: using family money to buy a house;

8. Private rented house or flat;

9. Local housing association rented properties - to find out about the support they have for their residents, please see their websites;

10. Social housing from capital programme: building new social landlord houses.

Personal budgets can be one way of helping you pay for the support to live independently. Citizen’s Advice Bureau can help give you advice and information on your rights in rented, shared or housing association properties.

For people that are a priority for resourcing (eligible) by adult social care a further option is available - a supported living house – this option for independent living has grown hugely in recent years. These houses can be shared or individual and have support teams working in the houses to enable the tenants to live more independently.

Supported living has grown so much because young people (that have eligible needs that will be funded by adult social care) told us they wanted choices about where they live, just like other people, the opportunity to live independently - they also wanted to live in their own homes.

To make this happen, the Care Trust (now the CCG), established the ‘Shaping the Market’ Project. The Project appointed five providers - two housing providers and three support providers – all have national track records in turning person-centred thinking into person-centred action. The housing providers are investing hundreds of thousands of pounds from their own resources in housing for people who would otherwise be in residential care.

So far, more than 20 young people have moved into their own ‘home for life’. They all have assured tenancies and the support they need which ranges from one hour a week to 24 hours a day. Detailed assessments and planning inform the housing specification and the recruitment of specialist support teams. Young people and their families are involved in all aspects of setting up their home, from recruiting the staff to the decoration.

Provision could be an apartment, a shared house or a bungalow. (See Christina’s story to find out how well it is working. Also see Gemma’s and Sarah’s story in the Changing Lives in Partnership Strategy.)

It may be possible to visit supported living provision, when they host an Open Day. The apartments are similar to accommodation at university halls of residence. Come along and meet the tenants if you think you would like to move house. Or, you can talk to your Care Practitioner, Social Worker, Transition Worker or Health and Well-being Co-ordinator about your options and what would best meet your support needs.

For further information and guidance on support services such as telecare take a look at the website: www.services4.me.uk/kb5/nelincs/asch/advice.page?

The Lincs2 website - http://www.lincs2.co.uk/index.asp
The Lincs2Guidance offer is a co-ordinated provision of services and activities to support young people and adults in a variety of locations from the High Street to the classroom, face to face, via telephone and on-line and which includes:

**Information, Advice and Guidance (Careers Advice, Guides to Qualifications and Progression)**

Young People’s Support Services - YPSS Careers (formerly Connexions) is for young people aged 13-19 and up to the age of 25 if the young person has a learning difficulty or disability.

Qualified Careers Advisers work in education institutions in the North East Lincolnshire area and provide impartial support to young people to assist them to progress into education, training or employment to enable them to realise their career aspirations.

From September 2012, schools and academies have the responsibility to provide independent and impartial careers guidance for pupils from years 9 - 11. Some academies are using Young People’s Support Services (YPSS) to provide this and some are making their own arrangements. However, YPSS will continue to support some students. Ask your Careers Coordinator for more information.

Services include:

- Individual guidance interviews where career aims are explored and guidance provided to allow each individual to plan their career path;
- Help with college applications;
- Help with job applications, CVs covering letters etc;
- Group work in education institutions. Topics include post 16 options and raising awareness of occupational areas.

Some young people face difficulties and problems, which prevent them gaining access to education, training and employment. Careers Advisers are able to signpost to Youth Support Workers and other specialist agencies that provide further support.

Careers Advisers work in schools and at the Learning Shop, GIFHE - Tel: 01472 326294 – Option 1 for more information.

**Jobs with Training:**
The Lincs2 website offers job opportunities with a number of organisations.

**Finance and Support:**
Learning is vital to future success in work and adult life, so you can often get help with learning costs. Find out more at: www.gov.uk/student-finance

**Apprenticeships – What are they?**

- Apprenticeships provide you with an excellent starting point for a rewarding career in any number of areas. Apprenticeships are an excellent way of gaining qualifications and workplace experience;
- Apprentices do real jobs for real employers. There are different levels of Apprenticeships available, all leading to a work-based qualification, relevant technical certificate and functional skills qualifications. An Apprenticeship will provide hands-on
experience, skills, knowledge and the qualifications needed for a chosen career. Apprenticeships are designed with the help of employers in the industry to ensure relevant training and knowledge is integrated. There are now nearly 200 types of apprenticeship and all include the skills for the relevant industry. As an Apprentice you will be able to perform in your job and increase your employability skills. An Apprenticeship can only be achieved with the support of an employer.

- Find out more about the types of Apprenticeships available and search for vacancies online at: [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk)

**Traineeships - What are they?**

- Traineeships are a new programme for young people who want to work, but who need extra help to gain an apprenticeship or job. Traineeships will give young people the opportunity to develop the skills and workplace experience that employers require.
- Traineeships are now available for 16 to 24 year olds.
- Traineeships offer the opportunity to undertake a substantial work placement and work skills training, alongside support to improve English and Maths.
- The maximum length of a traineeship will be six months, with a minimum work placement of 6 weeks up to a maximum of 5 months.
- For further information on Traineeships, click here.

**The Lincs2 website** also offers useful links including a List of Providers including Out of Area Providers.

**Preparing for Adulthood Strategy for young people with additional needs**: The duties of North East Lincolnshire Council in providing suitable education and training for young people with additional needs after the age of 16

**Preparing for Adulthood Plan**: The document that sets out the support your young person will need to continue in education, training and employment when they leave school.

**Supported employment:**

Supported Employment is a work-based employment team providing a flexible service based on individual needs. They assist and support people with disabilities to overcome barriers to finding and keeping work through assessment, training and individual development.

Working with Supported Employment is not time bound - continual support is offered from the first stages of job search through to finding and sustaining employment.

Supported Employment supports people with learning and physical disabilities to access employment in both paid and voluntary work by partnership working with other organisations and employers within the public, private and third sector.

Please call the Supported Employment team on 01472 571102 to find out more information on the scheme and the support they offer.

**Community Learning Service:**

This service provides life skills, literacy and numeracy teaching to young adults which can lead to offering vocational opportunities.
Courses are available at two learning centres: Thrunscoe Centre, Cleethorpes and Freeman Street Resource Centre, Grimsby.

The aim of the service is to put the learner first by providing, in partnership with others, the highest quality of lifelong learning. Student support workers can be made available to learners.

Community Learning Services create learning opportunities which will:

• Enable young people and adults to learn and be ready for work and meet the needs of employers.
• Improve the health and well-being of all, especially vulnerable people
• Promote independent living

For further information contact: 01472 326291 or cls@nelincs.gov.uk.

William Molson Day Centre:

The William Molson Day Centre is a day centre which provides a range of opportunities including activities, education, rehabilitation and social interaction for physically disabled adults aged 16-65. A key worker will be assigned to an individual to ensure that their needs are met.

Transport is available for those who would have difficulty attending.

For further information contact: William Molson Centre, Kent Street, Grimsby, Lincolnshire DN32 7DJ. Tel: 01472 629321

Open Door:

If you have difficulty in making friends, feel rejected and ignored by people, always feel alone, often feel lonely, depressed and anxious, you may consider contacting Open Door. Open Door can also help if you have difficulty in getting started with your life, have a hard time making folk understand where you’re coming from or sometimes feel as if you have been put down on the wrong planet.

Open Door will give you the opportunity to:

• Develop friendships with like-minded people;
• Build up your personal confidence with regards to potential occupation, social life, relationships, self-help, self-reliance, health and well-being and control of daily living and life direction;
• Enable you to develop coping strategies and learn techniques that will help you to address your depression, anxiety and any other emotional issues;
• The Group will meet for 3 hours once a week. There will be no more than 8 Group members, supported by one or two support staff and a therapist.

How you will benefit:

• You will be more likely to make friends and enjoy relationships.
• You will be more likely to acquire your own home and enjoy independent living.
• You will be more likely to be able to make your own decisions about how you live your life.
• You will be more likely to obtain employment and earn independent income.
• You will be able to better understand where other people are coming from and
they in turn will be more able to understand you.
• You will be more likely to enjoy your life without undue anxiety or depression or emotional issues.

If you are interested or would like more information, please contact: Case Manager, Open Door, Albion Street, Grimsby, N.E.Lincs. DN32 7DL Tel: 01472 722009

Kisimul Domiciliary Care – Supported Living

The Kisimul Group provides homes for adults with autism and severe learning difficulties. The adult provisions are residential care homes registered with the Care Quality Commission. Kisimul also operate a Supported Living service, and that provision is registered through their domiciliary care agency. Kisimul provides 24-hour support and management services to individuals who are tenants in these properties. All the Supported Living properties are individual and reflect the choices of the people living there. All have excellent environments and are chosen specifically to be in small communities, which are easily accessible to young people. All houses are registered to help care for and support adults who have a learning disability like autism.

Support staff will help and support people to access all forms of public transport, increasing community presence and developing new skills.

People are encouraged and supported to keep contact with people who they have identified as very important to them, using various formats.

Many skills can be acquired within their own environment by using ASDAN Towards Independence Award Scheme. ASDAN is used as a tool to developing independence and integration skills.

Should you wish to find out more about what services the Kisimul Group could develop, please contact:

Domiciliary Care Unit, The Old Vicarage, High Street, Swinderby, LN6 9LU
Tel: 01522 778851

Other Local Disability Support Services:

Learning Disability Team
East Common Lane, Scunthorpe, DN16 1QQ, South Humberside Tel: 01724 298222

Community Team Learning Disability
William Molson Centre, Kent St, Grimsby, DN32 7DJ, South Humberside Tel: 01472 629322

North East Lincs Disability Access
Room 68, Freeman Street Community Resource C, Grimsby, DN32 7DH, South Humberside Tel: 01472 234222

The Islanders
Crowle Community Hall, Woodland Garden, Scunthorpe, DN17 4LL, South Humberside
“An independent day service for adults... ...adults with learning disability . Tel: 07927 500424
8. Leisure

Looking for services and activities for children and young people aged 0-19 years?

Use the Family Information Service online Directory to help find services and activities for children and young people aged 0-19 years.

You will be able to find information about activities and services for children and young people in the local area. If you have a more complex enquiry then you can contact the Family Information Service at fis@nelincs.gov.uk or call 01472 326293 and select option 4.

You will be able to find activities that take place in lots of different venues across North East Lincolnshire. These could be a variety of different activities such as those that take place in Children's Centres, young people's centres, community centres and church/village
halls. You will find dance groups, drama groups, brownies, guides, cubs and scouts as well as numerous holiday activities during school holiday periods.

One off events will also be displayed for you to have a look at.

For further detailed information regarding Leisure activities visit the Saying It All website. In this accessible website you will find lots of information for people with learning disabilities and their carers on all things to do with health and general wellbeing from what to do and expect whilst you are in hospital right through to fun things you can do to keep fit, healthy and active.

**School holiday activities:**
To view and book these activities Link to: Activities in the Summer Holidays

**Leisure Centres:**
Full details of the locations, opening times and timetables for the leisure centres, swimming pools and stadium are available on the Lincs Inspire website. This also provides information on exercise classes, swimming classes and other activities on offer.

North East Lincolnshire Council plays no part in the running of the centres but does work with Lincs Inspire to ensure customers receive the best service possible.

**Inspire Lincs**
An innovative and engaging day provision offering lifelong learning for adults with learning difficulties over the age of 18 years.

Activities on offer include: football, arts and crafts, gardening, outdoor games, woodwork, music/dance, cooking, golf, sewing, table/floor games, health and beauty, short mat bowling, discussion groups, walking groups, line dancing, serving the community and drama.

Opening hours are 9.00am - 4.00pm Monday to Friday - 49 weeks a year. The provision is based in Boston, Lincs. For more information, Tel: 07572994148

**Beach Wheelchairs for Hire:**
The all-terrain beach wheelchairs for disabled children or adults are available to hire from the Beach Safety First Aid Station. Tel: 01472 323356

Booking can be made up to one week in advance:

- Maximum booking time is 2 hours, so everyone has an opportunity to use them
- Proof of Identification is required when collecting the chair
- On collection, you will also be requested to complete a booking form
- On collection a £20 refundable deposit will be required
- Your wheelchair can be stored safely while you use the all-terrain beach chair
- Safety rules must be followed when using the chair, which we will go through with you when you hire the chair
Adapted cycles and mountain bikes:

Available from Cleethorpes Leisure Centre. Link to Bikes For Hire
9. Glossary of Terms

Academy: A state-funded school in England that is directly funded by the Department for Education, through the Education Funding Agency. Academies are self-governing and independent of local authority control.

Access to Work: An Access to Work grant from the Department for Work and Pensions helps to pay for practical support for young people and adults who have a disability, health or mental health condition so they can start work, stay in work or start their own business. It can pay for things like special equipment, fares to work if public transport is not practical, a support worker or coach in the workplace or a communicator at a job interview.

Annual review: the review of a Statement of SEN or an EHC plan, which the local authority must make as a minimum every 12 months.

Care Plan: A record of the health and/or social care services that are being provided to a child or young person to help them manage a disability or health condition. The Plan will be agreed with the child’s parent or the young person and may be contained within a patient’s medical record or maintained as a separate document. Care Plans are also maintained by local authorities for looked after children – in this instance the Care Plan will contain a Personal Education Plan in addition to the health and social care elements.

Child and Adolescent Mental Health Services (CAMHS): These services assess and treat children and young people with emotional, behavioural or mental health difficulties. They range from basic pastoral care, such as identifying mental health problems, to specialist ‘Tier 4’ CAMHS, which provide in-patient care for those who are severely mentally ill.

Children and young people’s secure estate: This comprises three types of establishment – secure children’s homes, secure training centres and young offender institutions.

Comprehensive Health Assessment Tool (CHAT): An assessment tool for young people in the youth justice system. It ensures that young people in the secure estate and in the community receive a comprehensive assessment of their physical and mental health, substance misuse and neuro-disability needs on entry to the system.

Compulsory school age: A child is of compulsory school age from the beginning of the term following their 5th birthday until the last Friday of June in the year in which they become 16, provided that their 16th birthday falls before the start of the next school year.

Disabled Students Allowance (DSA): An allowance for undergraduate or post-graduate students who have a disability or long-term health condition, mental health condition or specific learning difficulty such as dyslexia or dyspraxia which affects their ability to study. It can be used to pay for things such as special equipment, a note-taker or transport costs.

Disagreement resolution: This is a statutory service commissioned by local authorities to provide a quick and non-adversarial way of resolving disagreements between parents or
young people and bodies responsible for providing education, whether the child or young person has an EHC plan or not, or health and social care in relation to EHC assessments and plans. Disagreement resolution services can also be used in cases of disagreement between local authorities and health-commissioning bodies during EHC needs assessments, the drawing up of EHC plans or the reviewing of those plans.

Early Help Assessment: A social care assessment of a child and his or her family, designed to identify needs at an early stage and enable suitable interventions to be put in place to support the family.

Early Support Programme: The Early Support Programme co-ordinates health, education and social care support for the parents and carers of disabled children and young people from birth to adulthood. A key worker is assigned to families that join the Programme.

Early Years Foundation Stage (EYFS): The foundation stage begins when children reach the age of three. Many children attend an early education setting soon after their third birthday. The foundation stage continues until the end of the reception year and is consistent with the National Curriculum. It prepares children for learning in Year 1, when programmes of study for Key Stage 1 are taught.

Early years provider: A provider of early education places for children under five years of age. This can include state-funded and private nurseries as well as child minders.

Education Funding Agency (EFA): An arm of the Department for Education that manages the funding for learners between the ages of 3 and 19 years and for those with SEN or disabilities between the ages of 3 and 25. The EFA allocates funding to 152 local authorities for maintained schools and voluntary aided schools. It is also responsible for funding and monitoring academies, University, Technical Colleges, studio schools and free schools, as well as building maintenance programmes for schools and sixth-form colleges.

Education, Health and Care plan (EHC plan): An EHC plan details the education, health and social care support that is to be provided to a child or young person who has SEN or a disability. It is drawn up by the local authority after an EHC needs assessment of the child or young person has determined that an EHC plan is necessary, and after consultation with relevant partner agencies.

Elected members: The elected members of a county council or unitary local authority (as opposed to the salaried officials of the council or local authority). Some elected members have a lead responsibility for specific areas of policy, for example the Lead Member for Children’s Services.

First-tier Tribunal (Special Educational Needs and Disability): An independent body which has jurisdiction under section 333 of the Education Act 1996 for determining appeals by parents against local authority decisions on EHC needs assessments and EHC plans. The Tribunal’s decision is binding on both parties to the appeal. The Tribunal also hears claims of disability discrimination under the Equality Act 2010.

Free school: A free school is a type of academy, which is free to attend, but is not controlled by the local authority. Free schools receive state funding via the Education
Funding Agency. Parents, teachers, businesses or charities can submit an application to the Department for Education to set up a free school.

Further education (FE) college: A college offering continuing education to young people over the compulsory school age of 16. The FE sector in England includes general further education colleges, sixth form colleges, specialist colleges and adult education institutes.

Graduated approach: A model of action and intervention in early education settings, schools and colleges to help children and young people who have special educational needs. The approach recognises that there is a continuum of special educational needs and that, where necessary, increasing specialist expertise should be brought to bear on the difficulties that a child or young person may be experiencing.

Health and Wellbeing Board: A Health and Wellbeing Board acts as a forum where local commissioners across the NHS, social care and public health work together to improve the health and wellbeing of their local population and reduce health inequalities. The boards are intended to increase democratic input into strategic decisions about health and wellbeing services, strengthen working relationships between health and social care and encourage integrated commissioning of health and social care services.

Healthwatch England: Healthwatch England is an independent consumer champion, gathering and representing the views of the public about health and social care services in England. It operates both at a national and local level and ensures the views of the public and people who use services are taken into account. Healthwatch England works as part of the Care Quality Commission.

Healthy Child Programme: The Healthy Child Programme covers pregnancy and the first five years of a child’s life, focusing on a universal preventative service that provides families with a programme of screening, immunisation, health and development reviews, supplemented by advice around health, wellbeing and parenting.

Independent Reviewing Officer (IRO): The appointment of an IRO is a statutory requirement for local authorities under the Adoption and Children Act 2002. IROs make an important contribution to the goal of significantly improving outcomes for looked after children. Their primary focus is to quality assure the care planning process for each child, and to ensure that his or her current wishes and feelings are given full consideration.

Independent school: A school that is not maintained by a local authority and is registered under section 464 of the Education Act 1996. Section 347 of the Act sets out the conditions under which an independent school may be approved by the Secretary of State as being suitable for the admission of children with EHC plans.

Independent supporter: A person recruited locally by a voluntary or community sector organisation to help families going through an EHC needs assessment and the process of developing an EHC plan. This person is independent of the local authority and will receive training, including legal training, to enable him or her to provide this support.

Joint Strategic Needs Assessment (JSNA): Joint strategic needs assessments (JSNAs) analyse the health needs of populations to inform and guide commissioning of health, wellbeing and social care services within local authority areas. The JSNA’s central role
is to act as the overarching primary evidence base for health and wellbeing boards to decide on key local health priorities.

Local Offer: Local authorities in England are required to set out in their Local Offer information about provision they expect to be available across education, health and social care for children and young people in their area who have SEN or are disabled, including those who do not have Education, Health and Care (EHC) plans. Local authorities must consult locally on what provision the Local Offer should contain.

Maintained school: For the purposes of this Code, schools in England that are maintained by a local authority – any community, foundation or voluntary school, community special or foundation special school.

Mediation: This is a statutory service commissioned by local authorities which is designed to help settle disagreements between parents or young people and local authorities over EHC needs assessments and plans and which parents and young people can use before deciding whether to appeal to the First-Tier Tribunal about decisions on assessment or the special educational element of a plan. Mediation can cover any one or all three elements of an EHC plan and must be offered to the parent or young person when the final plan is issued, but they are not able to appeal to the Tribunal about the health and social care aspects of the plan.

National curriculum: This sets out a clear, full and statutory entitlement to learning for all pupils, determining what should be taught and setting attainment targets for learning. It also determines how performance will be assessed and reported.

National Offender Management Service (NOMS): NOMS is an executive agency of the Ministry of Justice. It is responsible for the running of prison and probation services, rehabilitation services for prisoners leaving prison, ensuring support is available to stop people re-offending, contract managing private sector prisons and services such as the Prisoner Escort Service and electronic tagging, and contract managing 35 Probation Trusts.

NHS Continuing Care: NHS Continuing Care is support provided for children and young people under 18 who need a tailored package of care because of their disability, an accident or illness.

NHS Continuing Healthcare: NHS Continuing Healthcare is the name given to a package of care that is arranged and funded solely by the NHS for individuals aged 18 and over who are not in hospital but have complex on-going healthcare needs. It can be provided in any setting, for example in the home or in a residential care home.

NHS England: NHS England is an independent body, at arm’s length to the government and held to account through the NHS Mandate. Its main role is to improve health outcomes for people in England by providing national leadership for improving outcomes and driving up the quality of care; overseeing the operation of clinical commissioning groups; allocating resources to clinical commissioning groups, and commissioning primary care and specialist services.

NHS foundation trust: NHS foundation trusts are not-for-profit corporations that provide NHS hospital, mental health and ambulance services. NHS foundation trusts are not directed by the Government, but are accountable to their local communities through their members and governors, to their commissioners through contracts and to
Parliament through their annual report and accounts. Foundation trusts are registered with and inspected by the Care Quality Commission.

NHS Mandate: The NHS Mandate is issued by the government to NHS England. It sets out the government's ambition for the National Health Service and provides direction to NHS England. The mandate will be reviewed annually.

NHS trust: NHS trusts are public sector bodies that provide community health, hospital, mental health and ambulance services on behalf of the NHS in England and Wales. Each trust is headed by a board consisting of executive and non-executive directors, and is chaired by a non-executive director.

Non-maintained special school: Schools in England approved by the Secretary of State under section 342 of the Education Act 1996 as special schools, which are not maintained by the state but charge fees on a non-profit-making basis. Most non-maintained special schools are run by major charities or charitable trusts.

Ofsted: Office for Standards in Education, a non-Ministerial government department established under the Education (Schools) Act 1992 to take responsibility for the inspection of all schools in England. Her Majesty's Inspectors (HMI) form its professional arm.

Parent: Under section 576 of the Education Act 1996, the term 'parent' also includes any person who is not a parent of the child, but has parental responsibility (see below) or who cares for him or her.

Parent Carer Forum: A Parent Carer Forum is a group of parents and carers of disabled children who work with local authorities, education, health and other providers to make sure the services they plan and deliver meet the needs of disabled children and families.

Parent Partnership Services: Parent Partnership Services provide advice and information to children with SEN or disabilities, their parents, and young people with SEN or disabilities. They provide neutral and factual support on the special educational needs system to help the children, their parents and young people to play an active and informed role in their education and care. Although funded by local authorities, Parent Partnership Services are run either at arm’s length from the local authority or by a voluntary organisation to ensure children, their parents and young people have confidence in them.

Parental responsibility: Parental responsibility is defined under Section 3 (1) of the Children Act 1989 as meaning all the duties, rights, powers, responsibilities and authority which parents have with respect to their children and their children’s property. Under Section 2 of the Children Act 1989, parental responsibility falls upon:

• all mothers and fathers who were married to each other at the time of the child’s birth (including those who have since separated or divorced)

• mothers who were not married to the father at the time of the child’s birth, and

• fathers who were not married to the mother at the time of the child’s birth, but who have obtained parental responsibility either by agreement with the child’s mother or through a court order
Under Section 12 of the Children Act 1989, where a court makes a residence order in favour of any person who is not the parent or guardian of the child, that person has parental responsibility for the child while the residence order remains in force.

Under section 33 (3) of the Children Act 1989, while a care order is in force with respect to a child, the social services department designated by the order will have parental responsibility for that child, and will have the power (subject to certain provisions) to determine the extent to which a parent or guardian of the child may meet his or her parental responsibility for the child. The social services department cannot have parental responsibility for a child unless that child is the subject of a care order, except for very limited purposes where an emergency protection order is in force under Section 44 of the Children Act 1989.

Personal Budget: A Personal Budget is an amount of money identified by the local authority to deliver provision set out in an EHC plan where the parent or young person is involved in securing that provision. The funds can be held directly by the parent or young person, or may be held and managed on their behalf by the local authority, school, college or other organisation or individual and used to commission the support specified in the EHC plan.

Personal Education Plan: An element of a Care Plan maintained by a local authority in respect of a looked after child, which sets out the education needs of the child. If a looked after child has an EHC plan, the regular reviews of the EHC plan should, where possible, coincide with reviews of the Personal Education Plan.

Portage: Planned, home-based educational support for pre-school children with special educational needs. Local authorities usually provide Portage services. The Portage service is named after the town of Portage, Wisconsin, USA. There is an active and extensive network of Portage services in the UK, developed by the National Portage Association, which provides a Code of Practice and accredited training.

Pupil Referral Unit (PRU): Any school established and maintained by a local authority under section 19 (2) of the Education Act 1996 which is specially organised to provide education for pupils who would otherwise not receive suitable education because of illness, exclusion or any other reason.

Service Children’s Education (SCE): SCE oversees the education of UK Service children abroad. It is funded by the Ministry of Defence and operates its own schools as well as providing advice to parents on UK and overseas schools.

Special Educational Needs (SEN): A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her. A child of compulsory school age or a young person has a learning difficulty or disability if he or she has a significantly greater difficulty in learning than the majority of others of the same age, or has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.

Special Educational Needs Co-ordinator (SENCO): A qualified teacher in a school or maintained nursery school who has responsibility for co-ordinating SEN provision. In a small school, the head teacher or deputy may take on this role. In larger schools there may be a team of SENCOs. Other early years settings in group provision arrangements...
are expected to identify an individual to perform the role of SENCO and child-minders are encouraged to do so, possibly sharing the role between them where they are registered with an agency.

Special educational provision: Special educational provision is provision that is different from or additional to that normally available to pupils or students of the same age, which is designed to help children and young people with SEN or disabilities to access the National Curriculum at school or to study at college.

Special school: A school which is specifically organised to make special educational provision for pupils with SEN. Special schools maintained by the local authority comprise community special schools and foundation special schools, and non-maintained (independent) special schools that are approved by the Secretary of State under Section 342 of the Education Act 1996.

Speech and language therapy: Speech and language therapy is a health care profession, the role and aim of which is to enable children, young people and adults with speech, language and communication difficulties (and associated difficulties with eating and swallowing) to reach their maximum communication potential and achieve independence in all aspects of life.

Virtual School Head (VSH): The Virtual School Head (VSH) is an officer of a local authority who leads a virtual school team that tracks the progress of children looked after by the authority as if they attended a single school. The Children and Families Act 2014 requires every local authority to appoint an officer who is an employee of that or another authority to discharge this duty.

Young person: A person over compulsory school age (the end of the academic year in which they turn 16). From this point the right to make decisions about matters covered by the Children and Families Act 2014 applies to the young person directly, rather than to their parents.

Youth Justice Board (YJB): The Youth Justice Board for England and Wales is an executive non-departmental public body. Its board members are appointed by the Secretary of State for Justice. The YJB oversees the youth justice system in England and Wales, works to prevent offending and reoffending by children and young people under the age of 18 and ensures that custody for them is safe, secure and addresses the causes of their offending behaviour.

Youth Offending Team (YOT): Youth offending teams are part of local authorities and are separate from the police and the justice system. They work with local agencies including the police, probation officers, health, children’s services, schools and the local community, to run local crime prevention programmes, help young people at the police station if they’re arrested, help young people and their families at court, supervise young people serving a community sentence and stay in touch with a young person if they’re sentenced to custody.
Disclaimer

The information contained in this booklet is available for the purposes of identifying services and provision that are available to children and young people with special educational needs and/or disabilities in North East Lincolnshire. It has been developed to guide families through making choices about the services available. This information does not represent a recommendation or an endorsement of a Service or Provider and neither does the North East Lincolnshire Council or its partners make any representations or warranties as to the accuracy of the information. Anyone seeking to use or access a service or provision is responsible for undertaking their own checks to determine the suitability and fitness for purpose of that service and provision. Some providers will be registered and inspected by external agencies, such as Ofsted or the Care Quality Commission. Anyone working with children and young people will be required to have appropriate Disclosure and Barring Service Check (the replacement for the Criminal Record Check), safeguarding policies and insurance in place, which they should make available to you on request.

If you are unable to find support to meet your child’s needs in this booklet or on the Family Information Service website, then contact the Family Information Service 0800 18 303 17, text: 07624 802 438 or email fis@nelincs.gov.uk, who will try to find the services you need.

10. Tell us what you think

We value your feedback about the Local Offer. Please let us know what you think by completing the form below.

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