

Local Offer Glossary of Words

A

Academy

An Academy is a state-funded school that is directly funded by the Department of Education. Academies are self-governing and independent of the Nottinghamshire Local Educational Authority control.

ADD

ADD stands for Attention Deficit Disorder, this is any of a range of behavioural disorders occurring in children, including such symptoms as poor concentration, hyperactivity, and learning difficulties.

ADHD

ADHD stands for Attention Deficit Hyperactivity Disorder, this is a group of behavioural symptoms that include inattentiveness, hyperactivity and impulsiveness.

Advocate

An advocate is someone who provides support when you need it.

Advocacy

Advocacy is supporting people to express their views and concerns.

Assessment

This involves building a picture of your child's abilities, difficulties, behaviour, his/her special educational needs and the support required to meet those needs. A statutory assessment is a formal procedure which involves the collection of information from as many people as possible who have detailed knowledge about your child. This may lead to the issue of an Educational Health Care Plan (EHCP).

Annual Review

The Annual Review is an important part of the statutory process and must take place as a minimum of every 12 months. Local Authorities should consider reviewing an Educational Health Care Plan for a child under 5 years old at least every three to six months to ensure that the provision continues to be appropriate. Reviews must focus on the child or young person's progress towards achieving the outcomes specified in the Educational Health Care Plan.

B

Blue badge

The Blue Badge scheme helps you park closer to your destination if you're disabled. You must meet certain criteria to receive a Blue Badge, you can apply to your Nottinghamshire Local County Council.

Bursary Fund

A Bursary is an amount of money awarded by an institution to individuals or groups of people who cannot afford to pay full fees. To help with the cost of clothing, books and other equipment for your course. Transport and lunch on days you study or train.

C

CAMHS

CAMHS stands for Child and Adolescent Mental Health Service. This team work with children and young people up to the age of 18 years old who have an intellectual disability and suffer emotional distress.

CCG

CCG stands for Clinical Commissioning Groups, these are groups which are responsible for planning and buying National Health Services and ensuring the quality of local healthcare.

CQC

Care Quality Commission. These are an independent regulator of health and adult social care in England. They make sure health and social care services provide people with safe, effective, compassionate, high-quality care and they encourage care services to improve.

D

Download

This means to transfer data, files or a document from the website to your own computer.

E

EHC plan

An Education Health and Care Plan, this will set out clearly the special educational needs of a child or young person, what support they need, and who should provide it.

H

Hyperactivity

This is a condition occurring mostly in children, where they are constantly active this can sometimes involve disruptive behaviour.

I

Inattentiveness

This is when a person is not able to focus or pay attention to something.

Impulsiveness

This is when a person is giving no consideration, forethought or reflection to a situation.

L

LD

Learning difficulties

A child/young person who has learning difficulties may find it much harder to learn than most children/young person of the same age. Or they may have a disability which prevents them from making use of educational facilities provided for children of the same age.

LA

LA stands for Local Authority, in Nottinghamshire this is the Nottinghamshire County Council

Local Offer

The term 'Local Offer' was chosen by the government. Every local authority must identify education, health and social care services in their local area that provide support to children, young people and families who have Special Educational Needs or Disabilities. This information and guidance along with a directory of services is local authorities 'Local Offer'.

M

Mediation

Mediation is a way of resolving disputes between two or more groups of people with the help of a third person. To decide a settlement/agreement between parents or young people over Educational Health Care needs assessments and plans.

O

Ofsted

Ofsted is the Office for Standards in Education, Children's Services and Skills. They inspect and regulate services that care for children, young people, and services providing education and skills for learners of all ages.

P

Parent Carer Forum

This is a group of parent carers of children with disabilities 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.

PA

This means a Personal Assistant, someone who is employed to provide everyday care and support. This may include personal and domestic care, support to get out and about, as well as other day to day activities.

Provider

A person, organisation or business that offers a service.

Provision

The provision of something, this is the act of giving it or making it available to people who need or want it.

S

Section 41

This is a Secretary of State Approved List of independent educational institutions, independent special schools and post-16 institutions that can be named in an Educational Health Care Plan.

SENCO

SENCO stands for Special Educational Needs Co-ordinator, this is usually a member of staff at your child's school, they have the responsibility for the special needs support at the school.

SEND

This stands for Special Educational Needs and Disabilities

SEN CoP

This is the Special Educational Needs Code of Practice. It is a national guide from the Department for Education to schools and local authorities about the help they can give to children with special educational needs.

SEN support

SEN stands for Special Educational Need. When a child or young person has been identified as having special educational needs, schools should take action to remove barriers to learning and put effective special educational provision in place called SEN Support. This SEN Support should take the form of a four-part cycle (assess/plan/do/review) through which earlier decisions and actions are revisited, refined and revised with a growing understanding of the child/young person's needs and of what supports them in making good progress and securing good outcomes.

Service

A service is something that the public needs, which is provided in a planned and organised way by the government or an official organisation.

Specialist

This means supporting those children and young people who need a high level of support and personalised care. This includes children with complex learning and disabilities.

Statutory

If something is statutory, it is a requirement by law.

T**Targeted**

This means specific support for those children and young people who are felt to be vulnerable in relation to speech, language and communication.

U**Universal**

This means supporting everyone of all abilities.

V**VI**

This means Visual Impairment. If a person has partial or complete loss of sight they have a visual impairment.