

Glossary of Local Offer Terminology



A	Autism Spectrum Disorder (ASD)	Autism is part of the autism spectrum and is sometimes referred to as an Autism Spectrum Disorder, or an ASD. The three main areas of difficulty which all people with Autism share are sometimes known as the 'triad of impairments'. They are: <ul style="list-style-type: none"> • difficulty with social communication • difficulty with social interaction • difficulty with social imagination.
	Additional Literacy Support (ALS)	Intervention to support children with literacy
	Advocate	An advocate helps others to access information and services, be involved in decisions about their lives and promotes their rights.
	Alpha to Omega	An intervention to support children with literacy
	Annual Review	The Review of a Statement of Special Educational Needs (SEN) or Education, Health and Care Plan that a local authority must make within 12 months of making a Statement of SEN/EHC Plan or of the previous review.
	ASDAN	A package of learning for young people primarily based on life skills and skills for employment.
	Assessing Pupils' Progress (APP)	Assessing Pupils' Progress is an approach to assessment of pupils by teachers from the Department for Education
	Assisting Berkshire Children to Read (ABC to read)	This is a charity which trains volunteers and parents to support children's reading.
	Associate Membership of the British Dyslexia Association (AMBDA)	A qualification that means you are a recognised specialist in Specific Learning Difficulties (SpLDs) / Dyslexia and are able to conduct specialist diagnostic assessments and deliver specialist teaching programmes to learners.
	Attention Deficit Hyperactivity Disorder (ADHD)	Attention deficit hyperactivity disorder (ADHD) is a group of behavioural symptoms that include inattentiveness, hyperactivity and impulsiveness.
B	Behaviour Support and Well Being Service	Behaviour Support & Wellbeing outreach workers are part of RBWM Psychology, Wellbeing and Schools Support Service. They work with a number of RBWM schools in a variety of ways, supporting staff, children and their families to understand and manage difficult behaviour to improve emotional wellbeing.

	BESD	Behavioural, Emotional and Social Difficulties
	Brushing	Intervention to help children with difficulties with sensory feedback
C	Callirobics	Intervention to support children with handwriting
	Child and Adolescent Mental Health Service (CAMHS)	An NHS service who support children and young people with mental health difficulties and their families.
	Child Protection officer	The member of staff in school who has responsibility for safeguarding children's wellbeing and overseeing children considered to be suffering from, or are likely to suffer, significant harm.
	Children and Young People Disability Service (CYPDS)	A Local Authority service supporting children and young people aged 0-25 with special educational needs and disabilities. This includes social care functions, family working, occupational therapy assessments in the home and the statutory assessment and review process for Education, Health and Care Plans
	Children and Young People Integrated Therapies (CYPIT)	An NHS team who provide Occupational Therapy, Physiotherapy, Speech and Language Therapy and Specialist Dietetics services throughout Berkshire.
	Circle of Friends	Intervention to support children to interact with peers
	Circle Time	A group/whole class approach to support children and young people's social and emotional development
	Clicker	Literacy software to enable children to develop their reading and writing skills
	Clinical Commissioning Group (CCG)	CCGs are groups of clinicians who plan and purchase health services for the local population
	Cognition and Learning Team	See School Support
	Continuing Professional Development (CPD)	Refers to training by school staff to keep their skills and knowledge up to date
	Corrective Reading	An intensive intervention for pupils who are reading one or more years below their chronological age
	Co-writer	Word prediction software to support children's writing
D	DfE	Department for Education
	Differentiation	The process of adapting the curriculum to suit the needs of learners of a range of abilities.
	DigiSmart	Intervention to support children with literacy
	Disabled Students Allowance (DSA)	An allowance for students in higher education living in England with a long-term health condition, mental health condition, specific learning difficulty, e.g. dyslexia.
	Doctor Digit	Intervention to support children with maths
	Dragon	Speech recognition software
	Early Bird Plus Programme	A programme for parents/carers of young children with an Autism Spectrum Disorder
E	Early Bird Reading	Intervention to support children with literacy by reading before school
	Early Literacy Support	Intervention to support children with literacy

	(ELS)	
	Early Years Foundation Stage (EYFS)	The early years foundation stage (EYFS) sets standards for the learning, development and care of children from birth to 5 years old. All schools and Ofsted-registered early years providers must follow the EYFS, including childminders, preschools, nurseries and school reception classes.
	Education Welfare Officer (EWO)	This is a person employed by a Local Authority (LA) to help parents and LAs make sure they fulfil their legal duty to ensure that children attend school.
	Education, Health and Care (EHC) Plans	An EHC Plan is a legal document that states what support a child or young person with special educational needs aged 0-25 should have. EHC Plans have replaced the Statements of Special Educational Needs.
	Educational Psychologist (EP/Ed Psych) Educational Psychology Service (EPS)	Educational Psychologists are part of RBWM Psychology, Wellbeing and Schools Support Service. They work with schools and the local community to improve children and young people's aged 0-19 years (up to 25 years with significant SEND) learning, well-being, development and achievement.
	EHC Needs Assessment	An assessment of the education, health and social care needs of a child or young person carried out by the Local Authority. This could lead to an Education, Health and Care Plan.
	ELKLAN	Training for staff to support children with their speech and language development
	EMAG/EMTAS (The Ethnic Minority and Traveller Achievement Service)	See School Support
	Emotional Literacy Support Assistant (ELSA)	Teaching assistants who have received extra training to support the emotional wellbeing of children and young people.
	English as an Additional Language	EAL refers to children and young people who do not speak English as their first language
	Every Child Counts	Intervention to support children with maths
F	Family Friends	A local charity service who support children and parents who are experiencing difficulties
	Family Support Worker	A member of staff who is trained to give emotional and practical help and advice to families that are having long or short-term difficulties.
	FFT (Fisher Family Trust)	Intervention to support children with literacy
	Formative Assessment	The process of collecting information that can be used to improve instruction and student learning while it is still happening (as opposed to after a unit of learning has finished). "Formative" here means the way it is used to inform the process of teaching and learning so that changes can be made if necessary.
	FRIENDS for Life/Fun Friends	Interventions to support children with worries
G	Guided Reading	Intervention to support children with literacy

H	Hearing Impairment (HI)	Pupils with a hearing impairment (HI) range from those with a mild hearing loss to those who are profoundly deaf.
	Higher Level Teaching Assistant (HLTA)	A teaching assistant, usually with extra training or experience, who acts as a specialist assistant.
	I CAN	I CAN is a children's communication charity helping children to develop speech, language and communication skills
I	ICE	Intervention to support children's emotional wellbeing
	Inclusion Development Programme (IDP)	Packages of resources from the government to help school staff to support learners with a range of special educational needs
	Independent Support	A national, government funded programme to support the implementation of the Special Educational Needs and Disabilities (SEND) Reforms and the implementation of the Children & Families Act 2014. Independent Supporters are available to support young people and parents through the introduction of the new assessment process and the development of Education, Health and Care (EHC) Plans.
	Individual Education Plan (IEP)	A document drawn up in school which outlines targets for individual children with additional needs and how they will be supported to meet those targets
	In-Service Training (INSET)	In-Service Training refers to sessions of training for school staff to support their continued professional development (CPD)
J	Job Coach	Support for young people with special educational needs to find a way into work
L	Learning Support Assistant (LSA)	See Teaching Assistant (TA)
	Lexia	Intervention to support children with literacy
	Looking and Thinking	Intervention to support children with literacy
	Makaton	Makaton is a language programme using signs and symbols to help people to communicate.
	Maths Screen Diagnostic	Assessment of children's maths difficulties
M	Max's Marvellous Maths	Intervention to support children with maths
	MLD	Moderate Learning Difficulties
	MSI	Multi-Sensory Impairment
N	National SENCO award	A Master's level qualification which is required for all new Special Educational Needs Co-ordinators (SENCOs) from 2009
	No. 22 Counselling Service	Youth counselling service for young people primarily aged 12-25
	Number Shark	Intervention to support children with maths
	Numbers Count	Intervention to support children with maths
	Numicon	Intervention to support children with maths
	Nurture groups	Small group intervention for supporting children with social, emotional or behavioural needs to access learning
O	Occupational Therapy (OT)	A service who support the assessment and intervention of young people with health conditions

P	Parent Support Advisor (PSA)	A member of staff trained to provide information and support to parents and carers of children at the school.
	Pastoral care/Pastoral support	Support primarily for children and young people's social and emotional wellbeing
	PECS (Picture Exchange Communication System)	PECS is an alternative communication intervention
	Pen portrait	A document written by a person who knows a child or young person well which describes their strengths and needs
	Personal Social Health Education (PSHE/PSE)	A whole class curriculum of learning from the government to support children's understanding of personal, social and health issues
	Phonological Awareness Training (PAT)	Intervention to support children with literacy
	Physiotherapy (Physio)	A service who support the physical development of children and young people with health conditions
	Play Therapist	A professional who supports children's emotional wellbeing through play
	PMED	Physical and Medical Difficulties
	PMLD	Profound and Multiple Learning Difficulties
	Precision Monitoring/ Teaching	Intervention for helping individual children to learn a range of specific skills automatically so that they may become fluent in a skill
	Provision map	A way of a school showing the resources and provision available, including whole class teaching, group work and individual interventions, for identifying and overcoming barriers to learning and meeting the needs of all pupils
Q	Quality First Teaching (QFT)	Highly effective teaching through carefully planned and engaging lessons which meet the needs of all learners
R	Rapid Reading	Intervention to support children with literacy
	Read Write Inc	Intervention to support children with literacy developed by Ruth Miskin Training
	Reading Recovery	Intervention to support children with literacy
	Rebound Therapy	Intervention to primarily support children's physical and sensory development using trampolines
	Royal Borough of Windsor and Maidenhead (RBWM)	The Local Authority/Council
	Ruth Miskin	A number of interventions to support children's literacy and language
	SAFE manager	A member of staff who supports the emotional, social and behaviour needs of children and young people in school in order that they can achieve their full potential
S	SALT/ S&L	Speech and language therapy to support children's communication skills
	School Support Service (EMTAS and Cognition and Learning)	A Local Authority Service that supports schools to meet the additional needs of all pupils by providing schools with the opportunity to purchase qualified specialist teachers with expertise in Special Educational Needs (SEND), Ethnic Minority and Traveller Achievement and English as an Additional Language (EAL).

	SEAL- Social Emotional Aspects of Learning'	A whole class/small group approach to supporting children's social and emotional development
	SEN Support	Support that is provided to children and young people with Special Educational Needs within a school or setting's own resources. This used to be called School Action or School Action Plus.
	SEND	Special Educational Needs and/or Disabilities
	Sensory Consortium Service	Berkshire Sensory Consortium Service is a specialist education support service for hearing impairment, visual impairment and multi-sensory impairment.
	Shine	An outreach service who support children on the Autism spectrum in mainstream schools
	SLCN	Speech, Language and Communication Needs
	SLD	Severe Learning Difficulties
	SMART targets	Targets set with young people's progress in mind, which are Specific, Measurable, Achievable and Realistic, and set against an appropriate Timescale
	Social Stories	Intervention to improve an individual's understanding of events and expectations
	Sound Linkage	Intervention to support children with literacy
	Special Educational Needs Co-ordinator (SENCo)	This is the member of staff of a school who has responsibility for co-ordinating special educational needs provision within that school.
	Special Needs Assessment Profile (SNAP)	Assessment tool to identify children with Special Educational Needs
	Specific Learning Difficulty (SpLD)	Difficulties a pupil may have which are restricted to a particular area of learning, for example Dyslexia.
	Spellwise	Intervention to support children with literacy
	Springboard	Charity providing literacy support for children
	Standardised test	Assessment which is carried out in a very specific way and the same way every time. This may be so that the young person's results can be compared with other children of their age.
	Stareway to Spelling	Intervention to support with spelling
	Study Plus	Whole class intervention for supporting young people in Key Stage 3 or 4 primarily with English and maths
	Summative Assessment	The process of evaluating achievement at the end of a unit of learning (e.g. end of course exam).
T	TEACCH	A highly structured approach for supporting young people on the Autism spectrum
	Teaching Assistant (TA)	Teaching Assistants (also known as Learning Support Assistants) work alongside school teachers, to help pupils to get the most out of their learning
	Team Teach	Training for staff on ways of managing children's challenging behaviour, including positive handling techniques
	Think it Say it	Intervention to support children with language and communication
	Toe by toe	Intervention to support children with literacy

	Touch Type Read and Spell (TTRS)	Intervention to support children with literacy
	Tracking	The collection and monitoring of data by schools to help them to understand and improve pupil progress
	Tracks	Intervention to support children with literacy
	Triple P	Triple P 'Positive Parenting Program' is an intervention to support parenting
U	Units of Sound	Intervention to support children with literacy
V	Visual Impairment (VI)	Pupils with visual impairment (VI) may be blind or partially sighted
	Visual timetable	Timetable for an individual or class with pictures which clearly shows the activities which will be happening
W	Wave 1/2/3	A 'wave' approach to supporting children and young people to make progress primarily in literacy and maths. Wave 1 is the involvement of all children in a high quality literacy hour and daily mathematics lesson. Wave 2 is catch-up interventions for children working just below age-related expectations. Wave 3
	Well Being Practitioner	Wellbeing Practitioners are part of RBWM Psychology, Wellbeing and Schools Support Service. They work directly with schools, young people and their families to improve awareness around mental health issues and offer support, advice and intervention as appropriate.
	Wellcomm	Assessment and intervention for children with language difficulties
	Word Shark	Intervention to support children with literacy
	Wordshark	Wordshark is a computer programme with, multi-sensory games to help children learn to read and spell.
	Work station	Individual space in the classroom for young people to work without distractions
	Worry box	A strategy for helping children to deal with worries
	Write Dance	Intervention for supporting children primarily with handwriting and physical skills
	Youth Offending Team (YOT)	A multi-agency team bringing together professionals from the Police, Social Care, Health, Education and Substance Misuse with the aim of preventing and reduce offending.
Y	Youth Talk	Youth counselling service for young people primarily aged 12-25