

Translations of this **School Action and School Action Plus** leaflet are available in Polish, Farsi, Kurdish, Urdu, French and Tigrinya. If you need this booklet translated into another language, please complete and return the form below. *Tick box for language required.*

Polish

Jeśli potrzebujesz polskiego tłumaczenia tej broszury, wypelnij i odeślij poniższy formularz.

Farsi

اگر این اطلاعات را به زبانی دیگر و یا در فرمتی دیگر میخواهید لطفاً از ما درخواست کنید

Kurdish

ئەگەر دەتەوێت ئەم نامەڵکەیه بۆ کوردی تەرجومە بکەیت، ئەوا تکایە ئەم فۆرمەیی خوارەوە پرێبکەرە و بێنێرەوه.

French

S'il faut vous traduire ce livret en français, veuillez remplir le formulaire cidessous et nous le renvoyer.

Urdu

اگر آپ کو اس کتابچے کا ترجمہ اردو زبان میں چاہیے تو ہرمانی کر کے نیچے دئے گئے فارم کو پُر کر کے بھیج دیں

Tigrinya

እኛ ን ኣብ ኣካላትና ብተግባር ክትገብሩዎልኩም እንተደሊኹም፣ ነብ ኣብ ታላብ፣ ዘላ ፎርም መልእኪም ምልሱዎ።

Please indicate if you would like a copy of this in another language (not listed above) or any of the following formats and send to the freepost address below or telephone 01924 306225:

Large print On audio tape In Braille

Another language, Please state:

Name

Address

.....

.....

Please return this form to:

FREEPOST WF458, Communication & Information Team
Room 217, County Hall, Wakefield WF1 2QL



The review should be held at least twice per and focus on:

- the help given by the school and you
- progress made by the child
- how effective the IEP has been
- updated information and advice
- future action

Beyond School Action Plus

For a small minority, the help given at School Action Plus will not be enough to help them make progress. In such a case the school or parents may request that the Council carries out a statutory assessment.

For further information, or to ask about anything you have read in this leaflet, please contact:

Wakefield District Parent Partnership Service, County Hall, Wakefield WF1 2QW

Tel: 0800 587 8042

Email: parentpartnership@wakefield.gov.uk

Visit: www.wakefieldparentpartnership.org.uk

Text: 07624 809247

School Action and School Action Plus

Wakefield District Parent Partnership Service





School Action

Schools have a responsibility to use a variety of teaching methods and strategies to ensure that children with a wide range of abilities and interests all make progress.

However, some children need more than this. Your child's school may be concerned that he/she has special educational needs. This is likely to be because your child:

- makes little or no progress, even when teaching has been targeted at their weaknesses
- has emotional or behavioural difficulties
- has communication/interaction difficulties
- has sensory or physical problems and does not make progress, even when using specialist equipment.

The school should discuss with you the best ways in which to support your child to make progress. The class teacher should be involved in these discussions, along with the school's SENCO (Special Educational Needs Coordinator). They will collect as much information as possible about your child from you.

The SENCO will assess your child's strengths and weaknesses, plan future support and arrange regular reviews to check what progress has been made. He/she will also draw up an Individual Education Plan (IEP) for your child. **You should be invited to be part of this process.**

The SENCO and your child's teacher will decide what sort of support will help your child make progress.

For example:

- different learning materials
- special equipment
- group work
- individual support
- training for staff on how to support your child
- one-off or occasional support from school support services.

A child's IEP should meet their individual needs. As individual children have different needs, each child's plan will be different.

School Action Plus

Your child's progress will be reviewed regularly. If it is still causing concern, the SENCO and the teacher will decide that more support is needed.

The SENCO will ask for advice from outside specialists, such as an educational psychologist or teachers from the support services. These specialists will look at your child's records, the strategies already used by the school and targets that have been set and achieved.

Together they will develop a plan for your child. This may include:

- regular advice to teachers working with your child
- teaching support
- equipment and teaching materials
- information technology

The plan will be recorded in a new IEP, which will be monitored and reviewed regularly. Your child's teacher will be responsible for making sure the plan is put into action in school.

IEP Reviews

The SENCO normally arranges the review.

You should be invited to participate and your child's views should also be asked in an appropriate way.