

SEND FAMILIES NEWS SPLASH

**A newsletter for parents/carers
covering all things SEND in
Swindon**

Welcome



Welcome to the February 2023 edition of our parent carer monthly newsletter. This newsletter has been developed following a request from families and is not a replacement for or a repeat of the weekly SEND News Splash.

This month's SEND Families News Splash includes:

- A profile of our Statutory SEND Service – Review Team (North)
- Parent Champions
- The Local Offer YouTube Channel

If you would like to see the back editions of the SEND Families News Splash, you can visit the [SEND Families News Splash](#) page on the Local Offer.



Statutory SEND Service – Review Team (North)

The SEND Statutory Service has two main functions:

1. To complete statutory needs assessments for children and young people where it has been agreed that they have met both parts of the legal test
2. To complete the annual review processes for Education Health and Care Plans

In December, we profiled the South Review Team and looked at what the team do week in and week out and a little bit about who are the team working with the leaders! If you missed this article, you can find it along with other SEND Families News Splash editions, on the [Local Offer SEND News Letters page](#).

This month we will look at the Review Team (North).

You can get to know more about members of the SEND Service and view their 'All About Me' profiles, on the [Meet the SEND Service page](#).



Introduction to the Review Team (North) from Roxanne, Team Leader

Hello, I'm Roxanne and I am the Team Leader for the North Review Hub. The North Review Hub is made up of myself, 4 EHCP Coordinators and 1 Delivery Support Officer.

As a Review Hub, this team are responsible for all things annual review related. Each EHCP Coordinator holds a case load of schools within the North Swindon area and all the children/young people with EHCP's within those schools sit on their caseload.

This Hub deals with children and young people from early years up to the end of year 8 (at which point they pass over to the Preparing for Adulthood Hub). The EHCP Coordinators are responsible for the processing of annual reviews; this includes reading all the documentation and making a decision about next steps, sending out decision letters, amending EHCP's where required to ensure they accurately reflect the child/young people and are of good quality, dealing with requests to change the funding or placement of the child/young person, attending reviews where appropriate, chairing reviews for children who are home educated and managing the phase transfer process (where a child is moving between different phase of education such as Primary to Secondary). All of these processes have statutory time frames set out in the Code of Practice so the Team work incredibly hard to ensure these time frames are met.

Caseloads are not small for the EHCP Coordinators and the statutory time frames can be tight, so the team are always busy. However, they are always available to provide help and guidance on processes and are committed to the children and families across Swindon.

Below my team have described what they enjoy about being EHCP Coordinator's. Here is what they said.



Emily , EHCP Coordinator

What does Emily like about being an EHCP Coordinator:

"I enjoy being part of a hard working team who support each other and learn from one another. I have been an EHCP Coordinator in Swindon for 2 and a half years now, so I know my way around a good quality EHCP and like to make sure the EHCPs I issue are clear and accurate, helping children access the support they need."



Jorge, EHCP Coordinator

What does Jorge like about being an EHCP Coordinator:

"I enjoy working as part of a big team where everyone is supportive and knowledgeable. As our work changes constantly and no two days are the same, there are always opportunities to share experiences and guidance on different cases. Building relationships and working closely with colleagues, schools, families and other professionals to ensure a child-centred outcome is the part of my job I enjoy most."



Megan, EHCP Coordinator

What does Megan like about being an EHCP Coordinator:

"I enjoy collaboratively working with a number of professionals, along with schools and families in order to achieve the best possible outcomes for children and young people with SEND, along with being able to share knowledge and experience with as many professionals as possible, and within the SEND Service."



Claire, EHCP Coordinator

What does Claire like about being an EHCP Coordinator:

"As a parent of a child with SEND I have empathy and lived experience of trying to navigate, life as whole! But in particular how we can get our children to access education, within a positive supportive environment and the right provision so they can flourish. The process can be really daunting and lonely. I like to support and connect to families, while getting to know their stories and guiding them through the process."

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Parent Champions



Gemma Ferguson, Early Years Engagement Officer, and Lynn Turner, Parent Support and Engagement Manager, are responsible for co-ordinating the Parent Champion scheme in Swindon. They have put together a Parent Champion page on the Local Offer website.

The Parent Champion pages are aimed at parent/carers who have had a positive experience of using the Early Education childcare entitlements such as the 2 Year Funding and would be interested in becoming a Parent Champion volunteer. The programme is based on the belief that parents are the best people to support each other by sharing experiences of using early years education and local services.

Parent champions can build trust with other parents, putting them at ease and encouraging them to make the best of the help available. The page will provide parent/carers with the necessary next steps to move forwards with this new venture.

There is information on how to become a Parent Champion volunteer and the role required, information on the early education and childcare entitlements, feedback from parent/carers and also meeting our current Parent Champion team. The role is varied and it includes supporting the Early Years team with engagement work such as helping at early years and community events, attending community groups such as soft play and parent/carer toddler groups, having informal conversations with other parent/carers at the school gates, local park or bus stop and the sharing of early years entitlements information on social media pages. Parent Champions will have had a positive experience of using their own child's Early Years Entitlement and enjoy meeting other parent/carers to share these experiences and encourage them to take

up the funding. Parent Champions may have the opportunity to undertake training courses and could find that the voluntary work is a step up to paid employment. The scheme will also help parent/carers with improving their confidence and the opportunity to meet like-minded people.

Find out more on the following Local Offer pages

[How To Become a Parent Champion Volunteer](#)

[The Role of The Parent Champion](#)

[Parent Champions: Meet the Team menu](#)

Swindon Local Offer YouTube Channel



Did you know that the Local Offer has a YouTube Channel? [Swindon Local Offer - YouTube](#)

The Local Offer YouTube Channel publishes original videos about services for children, young people, adults with some support need(s) and their families and professionals that support them.

The YouTube Channel is a great way to enable more people to access Local Offer content by producing well-designed videos that engage, inform and instruct. The Local Offer YouTube Channel also has the power to connect its viewers to someone's story.

The more views and activity we receive on the channel, the more our YouTube analytics will be able to tell us about who is watching the videos, when they are watching and which ones they enjoy.

Please subscribe to our Local Offer YouTube Channel so that you can receive notifications on all the upcoming videos that are being uploaded or already published.

Videos that are already on the channel include:

[Reach Inclusive Arts Video \(2022\)](#) - creating opportunities for people, of all ages with a range of disabilities, including learning difficulties, physical disabilities, sensory impairment, people who use mental health services, those who are isolated, and others disadvantaged in society, to experience a range of artistic mediums.

[Flexible Joints: Tell me more \(2022\)](#) - explaining what it means to have flexible joints, some background information on anatomy, potential symptoms you may experience and how this may impact on your everyday tasks.

[Saracens Care \(2022\)](#) - James Lewis talks about what Saracen Care means to him. Saracen Care is a supported living provider, offering outstanding care and support services to adults with a health or social care need.

[Intro to the Educational Psychology Service \(2022\)](#) - working with children and young people who have a Special Educational Need and/or Disability (SEND) to help them achieve their goals and become the people they want to be. The Principal Educational Psychologist at Swindon Borough Council talks more about what they do and how they help young people, parents/carers, teachers and other professionals.

Please subscribe to the Local Offer YouTube Channel to get notified when new content is published.

Once subscribed to the Local Offer YouTube Channel, please watch and hit that like button on every video you view, add your comments and share. Every view, subscription and share will enable more people in Swindon and on the YouTube community to get access to information on the Local Offer in a way that best suits them.

Helpful links

[The Local Offer](#)

[Meet the SEND Service](#)

[Parent Champions](#)

[Swindon Local Offer YouTube Channel](#)

[Frequently Asked Questions for SEND](#)

[If you would like to give feedback on the Local Offer please click here](#)

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