

**Executive Response to the SEN Statements Scrutiny Task Group**

<b>Rec. No.</b>	<b>Recommendation</b>	<b>Executive Response</b>	<b>Comments</b>
1	<i>That Senior Managers review all administrative procedures, paying particular attention to the issues highlighted in the report, and report back to the Education and Children's Services Overview and Scrutiny Committee on 27 November 2008 with details of the measures taken to overcome them.</i>	Accepted	There will be a review of all administrative procedures across the integrated service
2	<i>That the Advisor for Additional Needs raises the issues of what information schools need to send to the SEN Panel at SENCOs' next regular termly meetings and highlight steps to tackle this confusion.</i>	Partially Accepted	<p>All SENCOs have been issued with a copy of the SENCO Handbook. The handbook originally written by two experienced SENCOs is used as the basis for the SENCO induction training by the Learning Needs Team. The handbook has been recently updated and re-issued to schools. The handbook contains a section on identification and assessment.</p> <p>One of the screens for specific learning difficulties (dyslexia) recommended and demonstrated by the Learning Needs Team is the Dyslexia Screening Test (DST) and Early Dyslexia Screening (DEST) both are available from Harcourt Assessment and are reasonably easy to administer. SENCOs can seek advice on tests and support in learning to use them from their allocated</p>

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			<p>Learning Needs Advisory Teacher/ Learning Needs Support Teacher. They can also invite the publishing company representative in to go through the tests available.</p> <p>The Learning Needs Team is currently running an accredited course on specific learning difficulties through the University of London (SENJIT). Also specific learning difficulties will be a central part of the IDP (Inclusion Development Programme) a training programme for all school being launched in May.</p>
3	<i>That LBRuT encourage SENCOs to attend SEN Panel meetings.</i>	Partially Accepted	The SENCO phase panel meetings on a regular basis and SENCOs are already encouraged to attend SEN panel. This may need to be put on a more formal basis and have an endorsement from Head teachers
4	<i>That LBRuT promotes the use of mediation with all parents who have lodged an appeal and raise parents' awareness of this service at the beginning of the statementing process</i>	Accepted	The LBRUT subscribes to the London Mediation Group and offers this service on all letters.
5	<i>That LBRuT issues an undertaking to parents' that all relevant parentally commissioned reports will be fully considered as part of the assessment process.</i>	Accepted	The SEN Panel gives all professional reports equal consideration.

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6	<i>That LBRuT raises the issue of parents having to chase a particular school to provide for their child's needs with that school.</i>	Accepted	The Service Manager SEN will follow issues up with particular school
7	<i>That all LBRuT work towards accreditation for special schools and units from the autism society.</i>	Accepted	LBRUT is already in contact with the National Autistic Society to begin the process of accreditation.
8	<i>That LBRuT encourage all schools to send out annual review paperwork 14 days before an annual review and investigate all reported incidents where paperwork has been sent out late.</i>	Accepted	The SENCOs will be reminded of this expectation at the phase panels and SEN Section will take up any situation where they are aware that this is not happening.
9	<i>That the Head of Children with Disabilities and Learning Difficulties report on any possible local developments arising out of the Bercow report, in order to improve the delivery of the Speech and Language Service.</i>	Accepted	
10a	<i>That a feasibility study is undertaken into the Speech and Language Therapy Service being run by LBRuT and the results be reported back to the Task Group within six months.</i>	Accepted	
10b	<i>That, if it is not possible for the service to be run by LBRuT, RTPCT begin changing the contracts offered to some speech and language therapists to term-time only.</i>	Accepted	
11	<i>That the web-link <a href="http://www.richmond.gov.uk/sen">www.richmond.gov.uk/sen</a> be created and publicised on e-mail signatures and SEN Literature.</i>	Accepted	This action has already been taken

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