

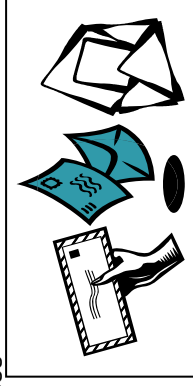
What is a Statutory Assessment?

It is the process of gathering information about a child's special educational needs (SEN) so that informed decisions can be made about the support they may require in school.

Who can ask for a Statutory Assessment?

School, health services or social care services may consider that a child ought to be assessed, and after consulting with parents, request an assessment by the Local Authority (LA). The LA will consider whether to carry out an assessment and will write to parents: -

- ❖ Informing you that they are considering whether to make a statutory assessment
- ❖ Explaining the procedure to be followed
- ❖ Providing the name of an LA officer who can give more information (a 'named' officer)
- ❖ Explaining parents' rights and advising of time limits etc.
- ❖ Advising of local parent partnership services



The LA also informs

- ❖ the child's headteacher,
- ❖ the local social services department
- ❖ the district health authority

A parent may also request a statutory assessment.

The LA must take the request seriously. The LA may only refuse if the child has been formally assessed within the previous 6 months or, having looked at all the evidence, it considers an assessment is 'unnecessary'. In this case, the LA must inform parents of their right to appeal, and the availability of local dispute resolution services.

What happens next?

Within 6 weeks, the LA must inform parents of their decision.

If they decide not to go ahead, they must inform parents of the availability of dispute resolution services and also the Special Educational Needs (SEN) Tribunal.

If they decide to proceed, the LA must inform parents:

- ❖ Of the name of an LA officer who can provide more information
- ❖ Of their right to appeal
- ❖ Of their right to submit further information to the LA

At all stages, the LA will advise parents of access to Parent Partnership Services, Dispute Resolution Services and also the fact that parents use of these does not affect their right to SEN tribunal

Who provides advice towards the Assessment?

The LA consults parents, headteachers, teachers, medical, psychological and social services staff and anyone else who knows your child well and can give useful advice. The LA should also seek out your child's views.

Will we have to attend any appointments?

Your child will be invited to attend for a medical and also see an Educational Psychologist. Although parents do have the right to be present during any examination, many parents and professionals believe this not to be appropriate during the Psychologist's assessment as it can affect the child's responses. Parents will be given the opportunity to meet with them to discuss their findings and would also receive a written report.

What happens when all the reports are in?

The LA decides within 10 weeks whether to issue a statement and then has 2 weeks to inform parents of its decision.

What if the decision is 'NO' to statement?:

The LA informs parents by letter of its decision and why – and of the availability of parent partnership services, dispute resolution services and also their right of appeal to SEN tribunal. In the first instance, parents can always contact the LA Officer to discuss the reasons for the decision.

The LA may consider issuing a 'Note in Lieu of a statement', setting out the reasons for its decision, the supporting evidence and all the advice received during the assessment.

The main reason for making a statement is when all the special educational provision required to meet a child's needs cannot reasonably be provided by local, mainstream schools within the resources they normally have

....And if the decision is 'YES'?: The LA sends parents a copy of the proposed statement along with copies of the reports and advice which the LA used to reach its decision and base its recommendations. Read it carefully and note any queries you may have. At this stage the statement will not specify a school. Parents will have 15 days make representation about the content of the statement and to express their preference of school, Parents will have opportunity to discuss the proposed statement with an LA officer.

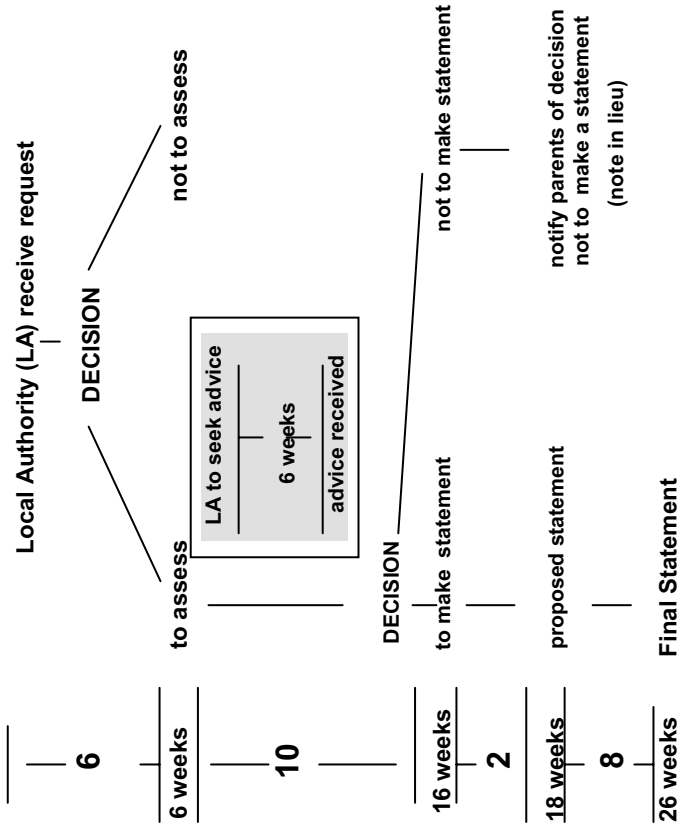
Who can offer advice or support through the process?

Your child's school is always a good starting point, as is the Parent Partnership Service. Also, parents should have been informed of their contact officer at the LA, who would also be happy to offer advice.

THE FINAL STATEMENT

Allowing for discussions between parents and LA, the LA should normally issue the final statement within 8 weeks of making the proposed statement.

How long does statutory assessment take?



This leaflet is from a range of information produced by Children & Young People's Services and Wigan Parent Partnership Service. Topics include:- Statutory Assessment, Statementing, Disagreement Resolution Service, Tribunals: Annual Review & Transition etc.

If you would like to access more information, please contact the

service: Sheila M Robinson, Parent Partnership Manager
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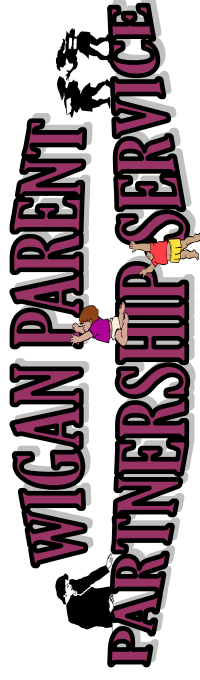
Further information may also be available from the Access &

Inclusion Team -Tel: 01942 486132

If you need information in another format eg larger print, Braille, audio, or in a language other than English, please contact us on:
Tel: 01942 486131



Children and Young Peoples Service in conjunction with



Local Authorities are under a statutory duty to provide a Parent Partnership Service. Wigan PPS is funded by Wigan Metropolitan Borough Council and managed by Children & Young Peoples Services

FOR PARENTS / CARERS OF CHILDREN WHO HAVE OR MAY HAVE SPECIAL EDUCATIONAL NEEDS

Guide to Statutory Assessment



If you are interested in knowing a little more about the statutory assessment procedure, you may find the information in this leaflet helpful.

It is quite condensed but gives a brief guide to the process.

