

Specifically, the review held when your child is aged 14+ is known as the Transition Review. From Year 9 onwards, alongside the annual review, there is a transition plan and review. This looks at your child's needs as adult life approaches and seeks to look at further educational opportunities, training or employment opportunities in preparation for leaving school.

Will other people be involved?

Yes. Particularly for pupils in Yr 9 and above, there will be input from the Connexions Service. Depending on the individual needs of your child, it may be appropriate to have input from Health Services and/or Social Care Services.

What sort of things should I be considering?

You may wish to highlight what you feel your child needs in terms of developing their personal and social skills to prepare them for adult life. You may also want to discuss what options are available on leaving school.

What happens following the Transition Review?

Each review following the 14+ at year 9, will build upon the last. Your child's needs or the options available may change, so although you will receive a written report, nothing is set in stone. But at the very least, the process allows for consideration and is an ideal opportunity to seek out options.

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:

Sheila M Robinson, Parent Partnership Service Manager
Progress House, Westwood Park Drive,

Wigan, WN3 4HH Tel: 01942 486131

e-mail sheila.robinson@wiganmbc.gov.uk

Additional information may also be available from the Access & Inclusion Team - 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 People's 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 People's Services

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

A Guide

to

Annual Reviews (Including Transitional Reviews)



Once a Statement of Special Educational Needs has been written, it does not remain appropriate forever! Children grow, and their needs change. The statement should be reviewed regularly to make sure that it continues to be relevant.

Reviewing the Statement

The Local Authority (LA) must review a child's statement at least every 12 months. This is often referred to as 'the annual review'. The purpose is:

- ❖ to check the progress being made against the objectives in the statement
- ❖ to review the special provision being made
- ❖ to consider whether the statement is still appropriate or required
- ❖ to set targets

Who attends the Review?

Parents/carers are invited, with representatives from school. Other professionals may also attend if considered appropriate. Parents should inform school of others they might wish to be invited.

Will my child attend?

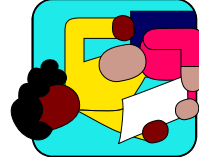
Yes. Your child should be encouraged to be involved. Sometimes, they may prefer to just let their views be known, (this could be by using a specific form) or they may prefer to actually attend the whole, or part of the meeting.

Who organises the review?

The headteacher of your child's school will call the review and request written reports on your child's progress. The meeting will normally take place at your child's school.

Will I see the reports and what people have written?

Yes. The Headteacher will send you copies of everything that has been written.



Do I have to submit any information?

No, but your views would be very welcome. You should receive a form for you to complete and return to school. This is often a helpful way to seek and record your views, which really are important and valued. The views of your child are also welcomed

What happens after the review?

The review meeting will make recommendations to the LA. This is done through a report, which the headteacher should submit to all those concerned in the review and the LA within 10 school days of the review meeting. The report should summarise the meeting and include details of the targets previously set and achievement made and also indicate future targets. The report should also indicate whether the statement remains appropriate and whether it is considered to still be required.

What happens next?

The LA will consider the report and make a decision in light of the recommendations made. In the main, the LA will need to decide whether any amendments to the statement are necessary and whether the statement is still required.

Why might the LA cease my child's statement?

A statement should only be maintained if necessary. If the LA suggests ceasing the Statement, this will be because your child has made significant progress. It is a reason to celebrate, but naturally, you will need to remain confident that your child will continue to progress.

Do my views count?

Yes! The LA would write to inform you if it proposed to cease to maintain the statement. You could then meet with an Officer from the LA to discuss their grounds for such a decision, and share your views and raise any queries or concerns.

If you disagree with the LA's final decision, you will be advised of your rights of appeal through the Special Educational Needs & Disability Tribunal. (SENDIST) and requesting Disagreement Resolution Services. (Separate leaflet available – Disagreement Resolution and Tribunal)

What is a Transitional Review?

At specific times, there could be a change in the type of school a child attends, because of their age. For example, changing from Infant to Junior, or Primary to Secondary are often referred to as 'transition'.

What should I include? –

Comment on your views of the past year's progress, what has pleased you, what causes you concern, what you hope to see achieved over the next year, etc.

Reviews at these times are therefore different as they require additional planning for any such change. There may be a need for other people to be invited to attend or submit information.