

# Getting Extra Help At School

*How you obtain extra help for your child if you are concerned that your child may be experiencing difficulties at pre-school, nursery or at school.*

## What is the extra help for?

If differentiation is not sufficient and your child needs more or different help, this can be given through Early Years Action Plus or School Action/Plus.

## Early years Action

The Early Years Action plan is offered to children at an early age with additional needs. The Key Worker or SENCO will carry out an assessment of your child's needs to decide what support they require. The triggers for Early Years Action support may be around levels of



progress your child is making, their behaviour, sensory or physical problems. This support is in place to ensure your child gets the best opportunities from the setting. Your child will have an Individual Education Plan (IEP) that includes targets for the setting and dates of regular meetings. The IEPs should set out: what special help is being given, who will provide the help and how often, and what help you can give to your child at home.

## Early Years Action Plus

If your child is not making enough progress through the Early Years Action programme, they may be able to receive additional support from other professionals such as speech therapists or specialist teachers.

### *Top Tips...*

*Do not miss deadlines*

*Take notes*

*Photocopy everything and get expert legal advice*

## School Action

The special educational needs coordinator and class teacher will be involved in gathering information about your child and planning extra help. This may consist of extra adult support or small group work. Your child will also have an Individual Educational Plan which will set short term targets and track progress.

## School Action Plus

This involves more specialist help, often from people outside the school such as an educational psychologist or a speech and language therapist. If your child needs more help than they can get at Early Years /School Action Plus, they may need the extra help that comes through having a statement of SEN. A statement describes all your child's difficulties and the special educational help they must be given. A child has the legal right to the help set out in the statement. Not all children will receive help through Early Years/ School Action Plus before a statement is needed. It may be clear from birth or at an early stage in your child's life that they will need a lot more help than most children or your child may suddenly need a lot of extra help after an accident, major upset or illness. If your LA thinks your child may need a lot more support to learn or to make use of the early years/ school facilities than the early years setting/ school normally provides, it must carry out a statutory assessment. This will involve parents and professionals in order to decide the nature of a child's

difficulties and the extra help needed. If the LA then thinks it necessary, it will write a statement.

## **Is your child getting extra help?**

By law you must be told if your child is receiving extra help because your child's school/early years thinks they have special educational needs. Check if the early years setting/school is providing as much help as it can from its resources. Contact the Parent Partnership service run by your LA.

## **Is your child making progress?**

Talk to your child's teacher and the SENCO at the early years setting/school. Write to the early years setting/ school requesting a copy of your child's school/early year's record, this record will consist of school/early years reports, individual education plans (IEPS) and any other information retained on file about your child. This school/early years record must provide it within 15 school days of your letter. The school/early years can make a charge for this. Look at your child's records and mark anything which shows your child is having problems learning. For example: Not reaching targets in their individual education plan. Test or assessment results which are lower than those of other children of the same age. Test and /assessments results for one subject which are much lower than for other subjects. School reports which say your child is not making good progress. Exclusion reports, reports of incidents involving your child or teachers comments for example about concentration, which show your child has behaviour difficulties which are affecting their learning.

## **Asking for more help**

If the information shows that your child is not learning despite extra help, you will need to ask for more help. It is helpful to ask for a meeting with the special educational needs coordinator (SENCO). This is the teacher responsible for special educational needs in the school/early years setting. If you have questions, list these in the letter asking for a meeting or take them to the meeting with you. Take copies of all the information you have gathered to the meeting. If your child is not on Early Years Action

Plus/School Action Plus but you feel they need a lot of extra help or advice from professionals outside the school: Ask the school to put your child on Early Years Plus/School Action Plus. Check your child's progress over a few months before deciding whether you need to take further action. If your child is already on Early Years Action Plus/School Action Plus but you feel their progress is not good enough: Ask the school/early years setting to give your child more help on Early Years Action Plus/School Action Plus and at the same time, ask the LA to carry out a statutory assessment and tell the school that you are doing this.

## Other How to Guides

Sly Badger have a wide range of *How to Guides* to help you in all areas of your lives. Download them on our website [www.skybadger.co.uk](http://www.skybadger.co.uk) or contact our ehelphdesk with any other questions.



John Ellerman  
Foundation



©Sky Badger 2016

**Terms of Use:** Although care has been taken to ensure the accuracy, completeness and reliability of the information provided on Sky Badger's website, social media platforms, e-helpdesk, How To Guides and other services, Sky Badger assumes no responsibility therefore. The user of the information agrees that the information is subject to change without notice. Sky Badger assumes no responsibility for the consequences of use of such information, nor for any infringement of third party intellectual property rights which may result from its use. IN NO EVENT SHALL SKY BADGER BE LIABLE FOR ANY DIRECT, INDIRECT, SPECIAL OR INCIDENTAL DAMAGE RESULTING FROM, ARISING OUT OF OR IN CONNECTION WITH THE USE OF THE INFORMATION.