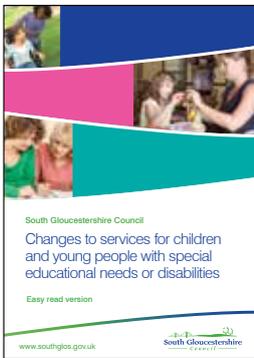




South Gloucestershire Council

# Changes to services for children and young people with special educational needs or disabilities

Easy read version



This booklet tells you about some of South Gloucestershire Council's plans.



There is a form with questions on it to help you tell us what you think about our plans.



Please send us your answers by 24 February 2014.

Sometimes we explain what words mean. The first time we do this, we put the word or phrase in **bold purple writing**.

Then we explain the **word or phrase** in a box.

If we use the word or phrase again later on, we put it in **normal purple writing**.

There is a list of these words and their meanings on page 23.

### Contact us

If you would like to speak to someone about this information please phone 01454 868008

To return the survey or send any comments please:

**Email:** [consultation@southglos.gov.uk](mailto:consultation@southglos.gov.uk)

**Post to:** FREEPOST RTCT-JXLE-EET  
South Gloucestershire Council  
0-25 disability service  
Civic Centre, High Street  
Kingswood, BRISTOL  
BS15 9TR





## Background

The government is changing the law that says how children and young people with **special educational needs** or a **disability** should be helped.

It is also changing how their families should be helped and how the people who work with these children, young people and their families should give that help.

### Special educational needs

People with special educational needs find it harder to learn than other people their age. They might need extra help.

### Disability

People with a disability have a problem with their body or mind that lasts longer than a year. It is hard for them to do day-to-day things like eating, walking or washing. Having a disability might stop people doing some things.

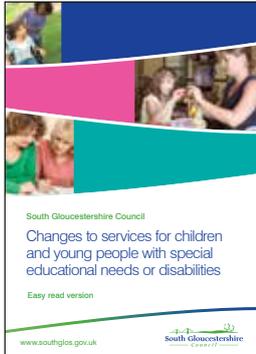
**Children with special educational needs or a disability sometimes do not get all the help they need to do well.**



- Sometimes it can take too long to find out that a child needs help.
- Sometimes children with **special educational needs** or a **disability** do not do well at school.
- Sometimes parents and young people do not have enough information about what help they can get.
- Often parents have to ask separately for every bit of help they need.
- Often parents have to tell their story to lots of different professionals.
- Teachers, health workers and social care workers do not always work together to help a child and their family. They all work separately.



The government has asked councils to do some things differently to make these things better.



South Gloucestershire Council will do all the things the government has asked us to do. We have also decided to make other changes to try and make life better for children and young people with **special educational needs** or a **disability** and their families.

This document tells you about what we plan to do differently in South Gloucestershire.

### What do we want to happen?

We want to make sure that every child or young person with **special educational needs** or a **disability** in South Gloucestershire:

- has a good life
- does as well as possible at school and college
- has the same opportunities as everyone else
- is helped to get ready to live as they want to when they become an adult.



### What are we going to do?

We are planning a new service to help children and young people with **special educational needs** or a **disability** from when they are born until they are 25 years old.



**0 to 25 years**

### We will also help their families.



We will make sure we ask young people and their families what is important to them so we know what they want to happen.



We will help children, young people and their families to look after themselves as much as possible.

We want them to be able to live in the same way as everyone else as far as they can.

We will help children, young people and their families to plan their lives and the kind of support and care they get.

We will help young people get ready to be adults.



We will help young people to learn things like

- how to get a job
- how to live with less help from other people
- how to get a bus
- how to look after and use money.



We will support young people to have a choice about where they live and who they live with.



We will look at and agree the help children and young people need

- with their education
- with their health
- with their care.



We will give people as much help as they need, when they need it.

We will help children and young people more at difficult times like when they leave school or college and try to find a job.



We will help them quickly so problems don't get worse.



Education, health and care workers will work together to make sure **assessments** happen quickly and at the same time.

### **Assessments**

These are sets of tests to find out whether a person needs extra help. Assessments are done by teachers, health workers and social care workers.



This will mean that the right help can be given when it is needed.



We will make sure everyone knows what help they can get and how to get it.

We will make sure everyone knows what is going to happen and how decisions are made.



We will make sure we all work together to keep children and young people safe.



We will make sure that families know one main person from the team that helps their child or young person so that they can talk to them when they need help.

### **What will change?**

**Change 1 – We will change the way children, young people and families find out about what help they can get when a child or young person has **special educational needs or disabilities.****

We will write about the different help there is in South Gloucestershire and nearby and how to get that help.

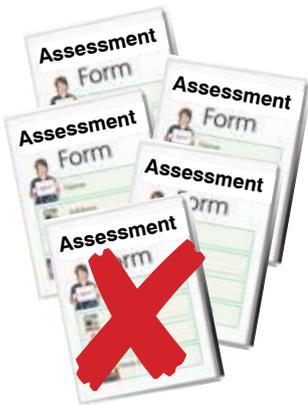
All the information will be put together on our website on the internet so that people can find what they need easily. This will be called the **Local Offer**.



### **Local Offer**

This will show what help is available for children and young people with special educational needs or a disability. It will say where the help is and how people can get it.

We will also find ways for people who cannot use the internet to know what help there is.



### **Change 2 – We will bring in a new assessment process and plan**

At the moment it can take up to 26 weeks for children to get a **special educational needs assessment**. We think this is too long.

At the moment a disabled child might have around 32 **assessments** as they grow up. We think this is too many.

We plan to replace the way different **assessments** are done with a simpler **single assessment process**.



### **Single assessment process**

Teachers, health workers and social workers will share responsibility for deciding if a child needs help. They will work together to decide how they can meet the child's needs.

The new **single assessment process** will mean families won't have to tell different people the same things over and over again and there will be fewer forms to fill in.

The **single assessment process** will look at what special help a child or young person needs with their education, their health and their social care.

From this, a plan will be made for the child or young person. This plan might be called the **Education, Health and Care Plan**.



The idea is for a child or young person to have one plan for meeting their education, health and social care needs, which can run from birth to 25 if it needs to.

### **Education, Health and Care Plan**

A new plan for how different professionals will give a child or young person with complex needs the help they need with their education, health and social care.



The **Education, Health and Care Plan** will be instead of the 'Statement' of special educational needs or the 'Learning Difficulty Assessment' which some children and young people get now.

A young person or their parent will have a say as to what goes into their plan.

Their views are important and we will make sure they are happy with the plan before it is finished.

We will keep the plan up to date and check and change it each year if we need to.

### **Change 3 – We will change how we help parents and carers**

We want to make sure we help the families and carers of children and young people with **special educational needs** or **disabilities**.



We realise that all families are different and will need different types and amounts of help. This will depend on things like the age of their child and their disability.

For families of a child or young person with an **Education, Health and Care Plan** we will look at **key working** as a way of helping them.



#### **Key working**

This means bringing together all the different services that help a child or young person to make sure they are all giving the right kind of help.



**Key working** is a way of making sure a child, young person and their family gets the right kind of help and information when they need it.

There are different types of **key working** but it can mean having a main contact at different stages who can get to know a child and family well and find out exactly what help they need and help them get it.

### **Change 4 – We will change how we help young people get ready to become adults**

Sometimes young people with **special educational needs** or a **disability** find things hard when they become adults.



Sometimes it is difficult for them to find a job, stay healthy or live **independently**.



## Independently

This means doing things without help from other people.

Sometimes young people with **special educational needs** or a **disability** don't get the help they need.

We want these young people to have work, to be as healthy as they can be and to be able to live as **independently** as possible.

We will make sure we talk to young people and their parents a lot so that we all agree what needs to happen now and in the future.

We will make sure all young people with **special educational needs** or a **disability** have a plan for their future. The plan will include what needs to happen to help them as they become adults.

We will look at the plans and change them when things happen that we didn't expect to happen or that make a difference.

The new law means young people with **special educational needs** or a **disability** will have better chances for learning or working after they are 16.

We will try and get them a place at the school or college that is best for them so they can build on what they have learned before. And we will make sure their learning gives them a better chance of finding work.

We will try and get them a place at a college near to their home.

We will make sure there is no gap between children's health services and adult health services so that a young person with **special educational needs** or a **disability** carries on getting the help that they need. And nothing changes as they become an adult.





## Change 5 – People will be able to choose some of the help they need

We want parents of children with **special educational needs** or a **disability** to be able to choose some of the help their child needs.



We also want young people to be able to choose some of the help they need.



Under the new law, a young person who has an **Education, Health and Care Plan**, or a parent, could ask us to give them some of the money we use to pay for the help they need with their education, health and social care.

We want to give parents and young people the choice to have their own **personal budget**.



### **Personal budget**

This is when parents or young people choose how to spend money on services for their child or for them. Parents and young people will be told what services they can buy.

Young people and parents could decide whether they want to spend the money themselves, or if they want to leave the money with the council to spend for them.

The **personal budget** will give parents and young people much more say in the kind of help they get.

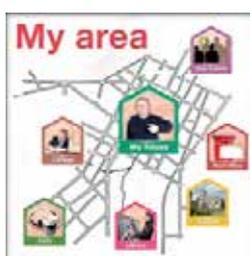
## Change 6 – We will change how different services work together



We plan to get education, health and social care services working together to help children and young people with **special educational needs** or a **disability**.



We will all work together to find out what children and young people with **special educational needs** or a **disability** in South Gloucestershire and their families need. Then we will work together to make sure the help is there for them.



We will give parents and young people information on what help there is locally so that they can decide what help they want.

We will make it easier for teachers, health workers and social care workers to work together so they are more joined-up and find better ways of doing things. This will mean they come up with the best help for a child or young person.

A questionnaire form titled "Questionnaire Form" in bold black text. Below the title is a small icon of a person. The form has four green input fields, each with a small icon to its left: "Name" (person icon), "Address" (house icon), "Education" (school icon), and "Work Experience" (person at work icon).

The next pages have questions about our plans. We would like you to answer these questions. You do not have to answer these questions if you do not want to. Even if you just answer some questions it will help us.

## Questionnaire



0 to 25 years

**Q1** Do you agree with our plans for a new 0-25 service for children and young people with special educational needs or disabilities?

  Yes

  No

  Don't know



**Q2** Do you agree with our plans for the Local Offer?

  Yes

  No

  Don't know



**Q3** Do you agree with our plans for a single assessment process?

  Yes

  No

  Don't know



**Q4** Do you agree with our plans for an Education, Health and Care Plan?

  Yes

  No

  Don't know



**Q5** Do you agree with our plans to help parents and carers?

-  Yes
-  No
-  Don't know



**Q6** Do you agree with our plans to help young people get ready to be adults?

-  Yes
-  No
-  Don't know



**Q7** Do you agree with our plans to offer personal budgets?

-  Yes
-  No
-  Don't know



**Q8** Do you agree with our plans for education, health and social care workers to work together so that the right help can be given when it is needed?

-  Yes
-  No
-  Don't know

**Q9** How do you think the changes of the new 0-25 service will affect you, your child or your family?



**Q10** Do you have any suggestions for a name for our new 0-25 service?

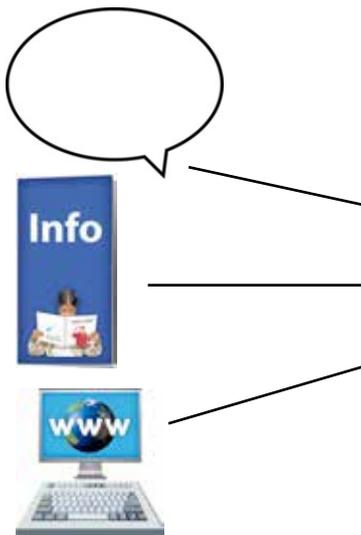
**Q11** Would you like to say anything else about our plans and these changes?

The following pages have more questions about each of the changes we plan to make. You do not have to answer these questions if you do not want to. Any answers you give will help us.

The next 9 questions are about the [Local Offer](#)

**Q12** What do you think of how you get information, advice and help now?

-  Good
-  Poor
-  Don't know



**Q13** How do you want to find out about the advice and help available to you or your child?

- Be told by somebody?
- Be sent information to read?
- Be able to type in questions and look things up on a computer?

Please tell us if there are other ways you would like to ask for advice or find out about the help available.

**Q14** Do you think it will help you, your child or your family to have all the information about advice and help available in one place called our [Local Offer](#)?

-  Yes
-  No
-  Don't know



**Q15** What sort of information would you like to find in the [Local Offer](#)?

**Q16** How would you like the information in the Local Offer to be organised?

- By age such as under 5, 5-16, 16-25?
- By theme such as education, health, transport?
- By what your needs are?
- By key moments in your life such as starting school, becoming an adult?

Please tell us if there are other ways you would like it to be organised.

**Q17** Will you be able use the [Local Offer](#) on a website on the internet?

-  Yes
-  No
-  Don't know

**Q18** What could we do to make the [Local Offer](#) easy to use for people who cannot use a computer or the internet?

**Q19** What could we do to make the [Local Offer](#) easy to use for people with [disabilities](#)?



**Q20** How would you like to be able to tell us what you think of our [Local Offer](#) so we can make it better? (Tick as many as you want)



By using a computer?



By writing to us?



By telling someone or talking in a group?



By telephone?

Please tell us if there are other ways you would like to tell us what you think of our [Local Offer](#).

The next 2 questions are about the [single assessment process](#) and [Education, Health and Care Plan](#)

**Q21** Do you think the [single assessment process](#) and [Education, Health and Care Plan](#) will make things better for you or your child?



Yes



No



Don't know

**Q22** Do you have any suggestions for another name for the **Education, Health and Care Plan**?

The next 3 questions are about how we will help parents and carers – **please only answer these questions if you are a parent or a carer**

**Q23** Are you happy with the support that you get now as a parent or carer?



Good



Poor



Don't know



**Q24** When you need help, what would you like to be able to do? **(Tick as many as you want)**



Talk to somebody in person?



Talk to somebody on the telephone?



Read some information on a leaflet?



Ask questions or look things up on a computer?

Have some training that is for parents and carers?

Please tell us if there are other ways you would like to get support



**Q25** Do you think **key working** could make things better for you, your family or your child?

  Yes

  No

  Don't know



The next 2 questions are about how we will help young people to become adults

**Q26** Do you think it is a good idea to help young people to learn things like how to get a job, how to live with less help from other people, how to get a bus, how to look after and use money?

  Yes

  No

  Don't know



Please tell us the sorts of help you would want for yourself or your child



**Q27** Do you think it is a good idea that we should help children and young people more at difficult times like when they leave school or college and try to find a job?

  Yes

  No

  Don't know



The next 2 questions are about how we will help people be able to choose some of the help they need

**Q28** Do you think you would want to help decide how money is spent on help for you or your child?

  Yes

  No

  Don't know

**Q29** What services would you want to be able to spend a **personal budget** on?



The next 2 questions are about how different services should work together

**Q30** Do you think education, health and social care services working more closely together will be better for you, your child or your family?

  Yes

  No

  Don't know

**Q31** Do you think there are some types of help missing that we should make available?

  Yes

  No

  Don't know

If yes, what are they?

### **The next questions are about you**

This information will help the council to make sure our services are fair and easy to use.

This form will be kept private.

Please tell us your postcode

Please put a tick next to the things that are about you:



#### **What is your gender?**

- Male
- Female
- I don't want to tell you

#### **What is your age?**

- 18 and under
- 19 to 24
- 25 to 44
- 45 to 64
- 65 to 74
- 75 and over
- I don't want to tell you

#### **Disability**

Do you think you have a disability?

- Yes
- No
- I don't want to tell you

#### **If yes, what sort of disability do you have?**

- Communication
- Physical disability/mobility problems
- Visual/sight

## Explanation of certain words and phrases used in this document.

Assessment - see page 6

Disability - see page 3

Education, Health and Care Plan - see page 8

Independently see page 10

Key working - see page 9

Local Offer - see page 7

Personal budget - see page 11

Single assessment process - see page 7

Special educational needs - see page 3

- Hearing
- Mental health
- Learning disability
- Other
- I don't want to tell you

## What is your ethnic group?

- Arab
- Asian/Asian British
- Black/African/Caribbean/Black British
- Gypsy or Traveller or Irish heritage
- Mixed/multiple ethnic group
- White British - English/Welsh/Scottish/Northern Irish
- White - Irish
- White - Other
- Other
- I don't want to tell you

## Contact us



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