

Devon Parent Partnership leaflet 11

A guide to Devon Parent Partnership

Children have special education needs if they have a learning difficulty or disability which means they need special education provision to be made for them.

If your child has special educational needs or if you have concerns about how your child's needs are being met at school, we can give you free, impartial information and support. We work closely with schools, other professionals, support groups and charities to make sure you are able to make an informed decision about the support your child might need and that your views are heard and understood.

We can arrange for a Parent Partnership Officer or an Independent Parental Supporter to contact you and listen to your concerns.

They will be able to give you impartial support by:

- listening to what you have to say
- explaining what support a school can offer and what you can expect
- providing information on special educational needs
- talking through your options and decisions
- encouraging you to understand the importance of expressing your and your child's views
- explaining the meaning of official documents, reports and letters
- directing you to support groups and other services such as charities
- helping you to understand the statutory assessment process
- explaining the roles and responsibilities of other professionals involved with your child
- talking to, and getting advice from, other professionals
- interpreting professional terms and abbreviations
- encouraging good communication between you, your child's school and other services
- supporting you in negotiations with schools and Devon County Council
- supporting you to write letters and complete forms

- attending meetings with you
- helping you to prepare for meetings
- taking notes at meetings
- going with you to visit prospective schools
- keeping detailed, confidential records of any actions or involvement with you.

Parent Partnership Officers and Independent Parental Supports will treat any information you share with them as strictly confidential and will not pass on this information to anyone else without your consent.

We can give you information about other support groups and services and leaflets about special educational needs, covering:

- Early Years and Special Educational Needs
- School Action and School Action Plus
- Statutory Assessments and Statements of Special Educational Needs
- Your written contribution to the Statutory Assessment
- The Annual Review
- Transferring from primary to secondary school

- Resolving conflicts and disagreements
- A glossary of terms, abbreviations and services
- Resources for pupils with additional needs in mainstream schools.

If you would like further information or support from the Devon Parent Partnership Service you can contact us in the following secure and confidential ways:

Telephone **01392 383080**

Email **parentpartnershipservice-mailbox@devon.gov.uk**

www.parentpartnershipdevon.org.uk

February 2010