

**Jargon Buster:**

**Act:** A law that has been passed by Parliament.

**Advocate:** An independent person or organisation who will give children and young people information or support to make a decision.

**Alternative Providers:** Organisations that provide services to people but are not funded by the government, for example private care organisations.

**Appeal:** To argue against something or question a decision you don’t agree with using the law.

**Apprenticeship:** Paid jobs that include training to gain practical skills while you work, for example veterinary nursing or plumbing.

**Assessments:** Looking at what you can and can’t do, and looking at the support available to help you do those things.

**Autonomy:** Being able to make your own decisions about things.

**Additional Learning Support:** This is what colleges and training placements call special education needs.

**Call for evidence:** When an organisation asking experts to tell them what they think about something.

**Care Act 2015:** The laws that say how people’s care and support needs should be met.

**Care Plan:** A document that explains all the help and support a child or young person living in care receives.

**Children and Families Act 2014**: A new set of laws that the government introduced in September 2014.

**Children in Care Council:** A group of children and young people living in care who talk to decision-makers about what is important to them and what positive support they need.

**Commissioning:** Ordering something to be created, like a service that helps a group of people.

**Complaint:** When you let the person in charge know that you are unhappy about something.

**Confidential:** When something is private and is known by only a group of people. Consent: Agreeing to something.

**Consultation:** Asking people what their views are on a particular issue.

**Curriculum:** All the courses or subjects that are taught in schools, colleges etc.

**Developmentally Appropriate Healthcare:** Making sure children and young people get the healthcare they need in the way that is best for them.

**Dignity:** Being treated in a way that makes us feel comfortable, respected and at ease.

**Disabled Children’s Sector:** Charities and other organisations that work with and for disabled children and young people.

**Disabled Students Allowance:** Money for university students which is paid on top of other student finance. It helps pay the extra costs you may have because of your disability. It does not have to be repaid.

**Disagreement Resolution:** A way to try and resolve an argument with your school/college or the local authority if you want to change the learning support you are getting.

**Direct Payments:** Allow people to receive money directly from their local authority, so they can pay for their own services and live more independently.

**Duty:** Something the law says an organisation must do.

**Education, Health and Care Assessment:** A new assessment for disabled children and young people to help decide what services and support they need.

**Education, Health and Care Plan:** A new document that will set out what support disabled children and young people should get in school. This will replace a ‘statement’.

**Educational Psychologist:** Usually shortened to E.P or “Ed-psych”. Psychologists who help support children, young people, their families and schools to promote emotional and social wellbeing. EPs also support those with learning difficulties to achieve their full potential using assessments, monitoring and evaluation.

**Feedback:** What you think about something.

**Framework:** A set of rules that show how something should happen.

**Further Education:** Any education that a young person does once they’ve left school. This includes college, apprenticeships and supported internships.

**Guidance:** Tells organisations what they should be doing to work within the law.

**Health:** How you feel. Your health includes your body, your mind and your emotions.

**Health Care Plan:** This is a document that says how the NHS will keep you healthy when you are living in care.

**Healthcare:** Any care or treatment you receive to look after your health. Healthwatch: A group that helps patients and the public speak to health services in their area.

**Higher Education:** Courses that are usually studied at universities, university colleges and specialist higher education institutions. Human rights: The rights everyone in the world has to keep them safe, healthy, respected and happy.

**Implementation:** Making something that is set out in law happen.

**Impartial:** Information from a person, organisation that tells you all the facts and options available to you to help you make your own decision.

**Individual Education Plan:** An plan for a child or young person who has SEND detailing the support they will need to help them in school or education.

**Information, Advice and Support Services:** (IASS). An organisation that provides information, advice and support in a local area specifically on issues about education, health and social care affecting children and young people with special educational needs and disabilities. They give information to parents, children and young people.

**Information, Advice and Support Service Network:** also known as the IASSN. A forum where professionals can exchange information and advice regarding casework.

**Integrated Care Boards:** They bring together local health services, doctors and local authorities to decide what health issues are important to concentrate on in the local area.

**Joined-up:** When services work together to plan what services people in the local area need.

**Key Workers:** Someone who works with children and families to help them get the best education and social care services and make sure services work together.

**Legal Documents:** A document that includes information and instructions that you must do to follow the law.

**Local Agencies:** All local government groups. This includes local councils but also local health services, charities, and other service providers. Local authority: The local government responsible for managing services in your area – i.e. your local council.

**Local Offer:** A document to say what services and support are available in local areas for disabled children, young people and families.

**Mainstream:** Services that all children and young people use, for example youth clubs, leisure facilities and public transport. This can also include mainstream education, so schools and colleges that all children and young people can go to.

**Maximum:** The biggest or highest number of something.

**Mediation:** A way of trying to come to an agreement when people disagree. In education this is often when parents disagree with a council or school.

**NHS:** Short for the National Health Service. All the doctors, nurses and other health professionals who work in hospitals and health services in your area work for the NHS.

**Occupational Therapist:** OT for short. Therapists that help people with a wide range of conditions to improve their ability to carry out the everyday activities they need/choose to do in their daily lives.

**Ofsted:** The organisation that makes sure schools and social care services are doing a good job.

**Organisation:** A group of people who work together to achieve something. Groups like hospitals, schools, charities and councils are all types of organisations.

**Outcomes:** What children and young people achieve and how their lives improve, for example going to college, learning new skills, living on their own or getting a job.

**Parent/Carer Forums:** Local groups where parents of disabled children and young people can come together to discuss issues in their local area and how they would like to improve them.

**Parental Responsibility:** The person with the legal power to make important decisions for a child.

**Participation:** Taking part in something to achieve a goal.

**Participation Strategy:** A plan that explains why it is important to include people in decision-making and how people will be involved in making decisions.

**Patient:** An unwell person who is being looked after by a doctor or nurse.

**Permanent Exclusion**: also known as a PEX or expulsion. When a child or young person is permanently excluded from an educational setting, usually a school or college.

**Person Centred Planning:** A way of planning services based on what the person using them wants and cares about.

**Personal Assistant:** Somebody who supports you to do things.

**Personal Budgets:** the notional amount of money that would be needed to cover the cost of making the special educational provision specified in the EHC plan. You cannot have a personal budget for education unless you have an EHC plan.

**Policy:** set of ideas or a plan of what to do in particular situations that has been agreed to officially by a group of people, a business organization or a government.

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**Post-16:** A general term used to describe the education, services or support that a young person gets after 16 years old.

**Private:** It will only be seen by the people who really need to see it. It won’t be shared with everyone.

**Process:** The steps you go through to make something happen.

**Provisions:** Something that is provided for somebody, sometimes the law tells organisations what they must provide.

**Pupil Premium:** Extra money that a school gets for every pupil who is from a disadvantaged background to help them get a better education.

**Regions:** A large area of the country. England has 9 regions.

**Regulations:** Guidance that tells professionals and organisations what to do to make sure they carry out what the law says.

**Respect:** Treating people in the right way. This includes valuing and taking seriously their rights, views and feelings.

**Rights:** A legal entitlement to have or to do something.

**Ring fencing:** When the government decides that some money can only be spent on a specific thing.

**Secondary Legislation:** Changes the Government makes to an existing law without having to pass a new law.

**Select Committee:** A group of MPs from all political parties that look at a specific issue. They listen to experts, write reports and tell the government what they think they should pay attention to.

**SEND Code of Practise:** Also known as SENDCOP. A set of legal guidelines outlined by the government for organisations working with people with SEN.

**Special Educational Needs and Disability Information, Advice and Support Service:** Usually known as a SENDIASS. See IASS.

**Services**: Providing something that meets a need, such as buses for transport, a specific type of health care or using a youth club as a way to meet new people.

**Social Emotional Mental Health:** sometimes known as SEMH. Used as an umbrella term to refer to the health of people who struggle socially, emotionally and mentally alongside their condition.

**Short Breaks:** Opportunities for disabled children and young people to spend time away from their family and do something fun. For example a day, evening, overnight or weekend activity.

**Special Educational Needs (SEN):** Children and young people have special educational needs if they have a learning difficulty which means they need extra support to help them learn or take part in activities in school or college. This can include behavioural, emotional and social difficulties, speech, language and communication, hearing impairment, visual impairment, multi-sensory impairment, physical disability and autism.

**Specialist Services:** Help with a particular special need, disability, illness or condition.

**Speech and Language Therapist:** S&LT for short. Someone who helps people who have issues with communication or with eating, drinking or swallowing.

**Statement of SEN Support:** A legal document written by the local authority that tells schools what support they have to give you.

**Statutory:** What the law says.

**Statutory services:** Services that the government provide, for example education, health or social care services from a local authority.

**Supported:** Getting help from an organisation or from people.

**Therapies:** Medical, holistic, or therapeutic treatments that help a disabled person to manage the symptoms of their condition, for example physiotherapy, speech therapy.

**Therapists:** Health professionals who help children and young people with their health issues. They can be physiotherapists, occupational therapists, speech and language therapists or other therapists, depending on what help you need.

**Transition:** When a young person moves from children’s to adult services.

**Tribunal:** A place where you can go to talk about decisions that you don’t agree with. A group of people who are not involved will listen to all the people involved in the argument and make a decision.

**Voluntary organisations:** Charities and other small organisations who don’t make a profit and work for a specific issue or group of people.

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