



SWANSEA
PARENT CARER FORUM
Influencing positive change

SWANSEA LA EDUCATION PANELS

This document is our (Swansea Parent Carer Forum)'s attempt to demystify Education 'Panels' and the 'panel process'. It's our explanation only.

The word 'child' is used throughout to mean the child or young person.

GLOSSARY

ALN	Additional Learning Needs
ALP	Additional Learning Provision
LA	Local Authority (in this case, City & County of Swansea)
IDP	Individual Development Plan
Ed Psych	Educational Psychologist
STF	Specialist Teaching Facility
EHCP	Education & Health Care Plan (England only)
EOTAS	Education Other Than At School
ALNCO	Additional Learning Needs Coordinator (the member of staff at school who 'looks after' ALN)
DESCO	Designated Coordinator (the person in the council who is responsible for co-ordinating what happens when the local authority are responsible for the IDP)
PCR	Person Centred Review

EARLY YEARS ALN PANEL

This panel meets regularly (typically twice per month in term time).

The panel may decide:

- That the child needs targeted intervention for a period of time
- That the child's needs can be met without the need for anything other than reasonable adjustments
- That the child has ALN, and if they decide they do, to establish what support is required, and to create an LA IDP.

Decisions are communicated to both the referrer and the parent directly. This may be via email or telephone and parents will be told the decision as well as the rationale behind that decision.

Typical membership of the panel is Early Years ALN Lead Officer, Ed Psych/ specialist teacher, sometimes someone from Stepping Stones, possibly a Speech & Language specialist, and someone from Early Years Early Help, and a representative from Health / Paediatrics (normally a member of the child disability team). There will always be at least 4 panel members as well as the panel chair.

Typically, children are referred to panel by their Health Visitor or preschool setting (day nursery or Flying Start). Children can also be referred to panel by the LA, by a Paediatrician or therapist (eg Speech and Language therapist), by a social worker or by their parent

ALN PANEL

This panel meets regularly (typically weekly in term time, less frequent in school holidays).

The panel looks at school age children where one or more of the following applies:

- Looked After Child with possible ALN
- Detained child with possible ALN
- Electively Home Educated pupil where parent wants to remove child from school where IDP is in place OR where LA IDP may be required for EHE
- Child in STF or Special School where Educated Other Than At School (EOTAS) being considered
- Child in STF or Special School
- Child with ALN and IDP (or EHCP) transferring into Swansea from elsewhere
- Cases where parent or child is asking the LA to reconsider the school's decision re ALN
- Cases where school have referred to the LA as school feels they cannot provide the ALP required

The panel may decide:

- That the child has ALN and there is a need to create an IDP
- The level of ALP the child requires
- That the child does not have ALN
- That the child's needs can be met within a mainstream school with a school based IDP
- Request further information before being able to make a decision (this could be an Ed Psych evaluation, a further period of intervention in school, etc)
- That the child requires a place in a Special School or STF (Specialist Teaching Facility) or EOTAS

Typical membership of the panel is ALN Lead Officer, Ed Psych, a Primary school and a Secondary school ALNCO or Headteacher or other senior staff member, a senior member of staff from Ysgol Calon Lan, a Speech and Language therapist, a member of the Children Looked After Team, a senior member of staff from Maes Derw, and someone from Finance. There will always be at least 3 panel members. A Caseworker is present to support the panel.

Child can be referred to panel by the LA, by Health, by a Social Worker, by school or by their parent

Decisions are communicated verbally (in writing on request) by the Caseworker or DESCO to the referrer and to the parent

TRANSITION PANEL

This panel meets once a year (for 2 days) in the Autumn term and considers children in Year 6 for specialist placements in Year 7 (the following September).

Typical membership is ALN Lead Officer, Secondary STF lead teachers, a Speech & Language Therapist, Ed Psych

All Y6 currently in STFs are looked at, and Y5 PCRs are monitored

Decisions are communicated verbally (in writing on request) by the Caseworker to the primary school, the secondary school and to the parent

PLACEMENT PANEL

This panel meets towards the end of the Spring term/early Summer term each year to look at STF places for the following September.

Based on the written evidence provided (can include school, parent, child, Ed Psych, any professional involved with the child, etc), the panel looks to place those children with the greatest need into a Specialist Teaching Facility or Special School, with the emphasis on matching home location, child's specific needs and the provision in each placement.

Extraordinary Panels are convened if appropriate throughout the year to consider cases where an emergency placement may be required.

Typical membership of the panel is ALN Lead Officer, Ed Psych, a Primary school and a Secondary school ALNCO or Headteacher or other senior staff member, a senior member of staff from Ysgol Calon Lan, a Speech and Language therapist, a member of the Children Looked After Team, a senior member of staff from Maes Derw, and someone from Finance. There will always be at least 3 panel members. A Caseworker is present to support the panel.

Children can be referred to this panel by parent, school or by the LA

Decisions from this panel are communicated to school and to parents via the Caseworker. This will include details of any placement offered, or reasons for one not being offered.

EOTAS PANEL

This panel meets monthly during term time to look at school age children where one or more of the following applies:

- Request from parent, school or child for Education Other Than at School
- Child where school placement has broken down and no managed move is likely to work
- Social emotional or behavioural concerns where a short term placement at Maes Derw may be the right option for the child
- Permanent exclusions

Typical membership of the panel is Vulnerable Learners senior officer, ALN senior lead officer, Maes Derw representative, ALNCO or Headteacher or pastoral support, Youth Justice team

Children can be referred to this panel by school or by the LA. Parents can request a referral

ALN TRANSPORT PANEL

This panel meets as required to look at requests for school age children with identified ALN to receive transport from home to school and back. College transport requests are also considered.

There is legislation and policy around ALN transport – this link may be helpful

<https://www.swansea.gov.uk/alnschooltransport?lang=en>

The Additional Learning Needs Panel will consider home to school transport when deciding on the nearest suitable school for a child. If the named nearest suitable school is over the statutory distance, the child will be 'automatically eligible' for transport.

Based on the evidence provided by school, parents, Ed Psych etc, and following the legislation, the panel decides whether a child will be allocated transport provided and funded by the LA or not.

Typical membership of the panel is ALN Lead Officer, Education Transport officer, Child & Family Principal Officer, senior Transport Officer

Requests are made to this panel by the LA or by the parent

If parents disagree with panel's decision, they can appeal back to the panel with further evidence. If following this, they wish to appeal again, it would go to a formal Appeals Committee comprised of elected Council members.

MAINSTREAM TRANSPORT PANEL

Chaired by the School & Governor Support Officer, this panel looks at mainstream children where there are requests for home to school transport.