



**GREENWICH
SEND VOICE**

Parent Carer Forum

SEND Terminology (Jargon Buster)

Navigating through SEND Terminology can be difficult - with the majority of the terms included in this Glossary "Jargon Buster", we hope it can assist you when breaking down the Terminology.

Any further suggestions or queries, please email us at:

info@greenwichsendvoice.co.uk



A

Academy school: Are state funded schools. However, unlike maintained schools they are independent from local authorities.

Accessible: Anything which is designed to make it easy for people with additional needs and/or disabilities to access.

Advanced level qualification (A level): Are subject based qualifications that can lead to university, further study, training, or work.

Additional Educational Needs (AEN): Refers to children and young people who may have barriers to learning or education that could prevent them from reaching their full potential

Alternative Provision (AP): Education arranged by local authorities or schools for pupils, who, due to exclusion, illness or other reasons, would otherwise not receive suitable education, or for pupils directed on-site provision to improve behaviour.

Annual Review (AR): A yearly meeting to review a child or young person's Education, Health and Care Plan (EHCP).

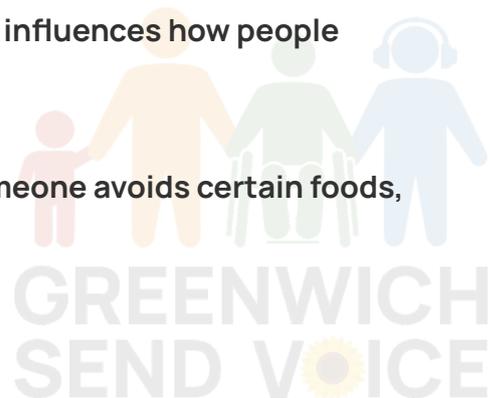
Assessment: The process of gathering information to understand a child's needs and determine support.

Attention Deficit Hyperactivity Disorder (ADHD): A neurodevelopmental disorder characterised by persistent inattention, hyperactivity and/or impulsivity.

Augmentative and Alternative Communication (AAC): Is a communication system used to supplement or replace speech for individuals with limited or no verbal communication abilities.

Autism Spectrum Disorder (ASD): A lifelong neurodevelopmental condition affecting learning, communication, social interaction, and behaviour. It influences how people experience and interact with the world.

Avoidant/restrictive food intake disorder (ARFID): Is when someone avoids certain foods, limits how much they eat or does both.



B

Braille: A tactile reading system used by individuals with visual impairments.

BSP - Behaviour Support Plan: is a document that helps people manage challenging behaviours and is created by consulting with the child or young person, their family and carers, and other supporters (educators or support workers)

British Sign Language (BSL): The primary sign language used by the Deaf community in the UK. It has its own grammar, structure, and syntax, distinct from English, and is officially recognised as a language.

C

Care Plan: A record of health and/or social care services being provided to a child or young person.

Carer: A person directly responsible for looking after an individual who is unable to care for themselves.

Carers Allowance: Means-tested benefit awarded if you are caring for someone at least 35 hours a week.

Cerebral Palsy (CP): Is the name for a group of lifelong conditions that affect movement and coordination. It begins in early childhood.

CAMHS: Child and Adolescent Mental Health Service provided by the NHS nationally and Oxleas locally.

Child in Need Plan (CIN Plan): Is extra support for parents and parent carers who are struggling to meet the needs of the child

Child Protection (CP): Is a system that helps protect children who are at risk of significant harm

Ceasing to maintain an EHCP: A local authority decides to end a plan, meaning they are no longer legally responsible for providing the educational provision outlined in the EHCP.

Child and Adolescent Mental Health Services CAMHS: NHS services that assess, support and treat young people with emotional, behavioural and mental health difficulties.

Cognitive Development: The process of learning, language reasoning, problem solving, and memory development in children.

Cystic Fibrosis (CF): Cystic fibrosis is a rare inherited genetic condition that causes breathing and digestive problems.

D

Department for Education (DFE): The government department responsible for education and children's services in England.

Department for Work and Pensions (DWP): The government department responsible for welfare, benefits and other financial support.

Developmental Coordination Disorder (DCD): A neurological condition affecting physical coordination, motor coordination and balance.

Developmental Delay: When a child takes longer than expected to reach key developmental milestones.

Direct Payment: Financial Payments made by a Local Authority, Health & Social Care to families so they can arrange SEND support independently.

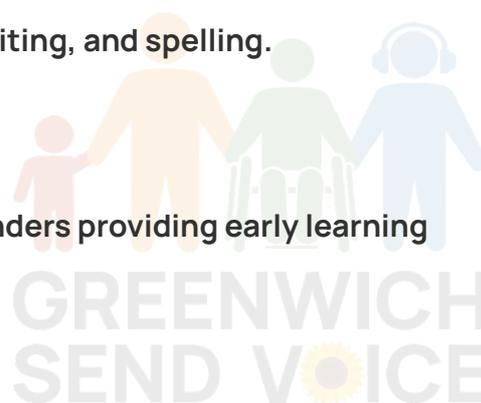
Disability Living Allowance (DLA): A benefit for children under 16 with disabilities who need extra care or mobility support.

Dyscalculia: A specific learning disability that makes it difficult to understand and process math.

Dyslexia: A specific learning disability that affects reading, writing, and spelling.

E

Early Education Settings: Nurseries, preschools, and childminders providing early learning and development support.



Early Help: Support services provided by local authorities to help families before problems escalate.

Education other than at school (EOTAS): Is a legal mechanism whereby a child or young person with an EHCP can receive special educational provision despite being unable to attend an education setting.

Education, Health and Care (EHC) Coordinator: A professional responsible for overseeing the EHCP process.

Education, Health and Care (EHC) Needs Assessment: An assessment to determine if a child requires an EHCP.

Education, Health and Care Plan (EHCP): A legal document that outlines a child's special educational needs and disabilities that outlines the provision and support required.

Educational Psychologist (EP or Ed Psych): A professional who assesses children's learning and development needs.

EHCP Ends: When your child or young person meets their outcomes and moves into work, higher education, or higher-level apprenticeship.

Elective Home Education (EHE): When parents choose to provide their child with a full time education at home instead of at school.

Emergency or interim review of EHCP: The process to address urgent changes in a child's needs or circumstances, allowing for a review of the plan before the annual review.

Exclusion: It is the formal removal of a student from school for disciplinary reasons, either for a temporary period (fixed term exclusion or suspension) or permanently.

Expressive Language: It is the "output" of language, the ability to express your wants and needs through verbal and non-verbal communications. The ability to use words, gestures, and expressions to communicate.



F

Fine Motor Skills: The movements that involve the small muscles, in the hands, fingers, and wrists, enabling precise and coordinated actions like writing, buttoning, or using scissors. The coordination of small muscle movements, such as writing or buttoning clothes.

First Tier Tribunal (SEN and Disability): This is an independent national tribunal which decides appeals against local authority (LA) decisions about special education needs (SEN) of children and young people. A legal process where parents can appeal SEND related decisions.

Functional Skills: Are practical skills in English, mathematics, and information and technology (ICT) that enable individuals to operate confidently, effectively, and independently in life and skills.

Further Education (FE): Education beyond secondary school, including colleges, apprenticeships, supported internships and vocational training.

G

GCSE (General Certificate of Secondary Education): A qualification in a specific subject typically taken by school students aged 14-16, at a level below A level. Qualifications taken by students in England, Wales, and Northern Ireland at age 16.

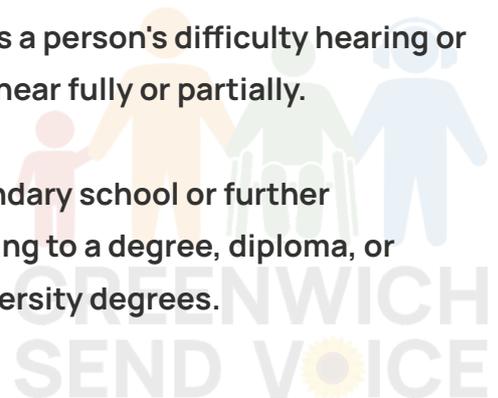
Global Developmental Delay (GDD): Is a term used to describe children under five who experience significant delays in two or more developmental areas. A condition where a child experiences delays across multiple areas of development.

H

Healthwatch England: Is an independent consumer champion, who gathers and represents the views of the public about health and social care services. It operates locally and nationally.

Hearing Impairment (HI) Hearing Loss: A condition that affects a person's difficulty hearing or understanding sounds, ranging from mild to severe. ability to hear fully or partially.

Higher Education: A level of education undertaken after secondary school or further education, typically involving university or college study leading to a degree, diploma, or other qualification. Education beyond A-levels, including university degrees.



I

Inclusion SEND: Creating a learning environment where all students, including those with SEND, feel valued, respected, and supported to participate fully in the school community and curriculum. Ensuring children with SEND can participate fully in education and society.

Independent Mental Capacity Advocate (IMCA): Is a legal safeguard for people who lack the capacity to make important decisions, such as where they live or medical treatment among others, for themselves. A person is appointed to support and represent the person in decision making processes

Independent School: A school that is not funded or controlled by the government, which means they are not maintained by local authorities or the central government. A school that is privately funded and not run by the local authority.

Individual Learning Plan (ILP) or Individual Education Plan (IEP): Is a plan that is considered Best Practice. The plans are usually written by someone who knows the child or young person best or SENDCo and outline the way a child or young person's needs are being met in the classroom.

Information, Advice & Support Service (IASS): Provide advice for SEND and support for education, health and social care.

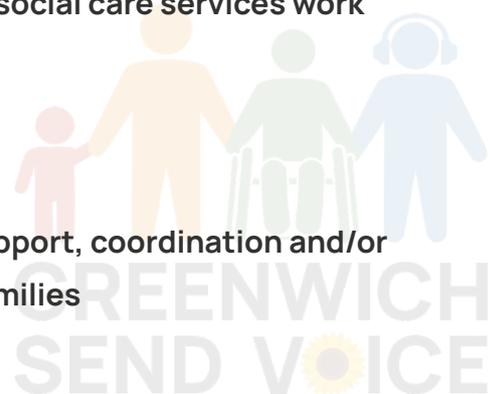
Intervention in education: A short term, focused teaching program or support aimed at addressing specific learning or behavioural needs of individual students or small groups to help them close achievement gaps. Additional teaching or therapy designed to support children with specific needs.

J

Joint Commissioning: A collaborative effort between education, health, and social care agencies to understand and meet the needs of children, young people, and families through shared resources and planning. When health, education, and social care services work together to provide SEND support.

K

Keyworker: A trained individual who provides personalised support, coordination and/or advocacy for disabled children and young people, and their families



L

Learning Disability (LD): A lifelong condition characterised by a reduced ability to understand and process information, learn new +skills, and cope independently, impacting various aspects of daily life. A condition affecting intellectual ability and everyday skills.

Learning Support Assistant (LSA): Helps children and young people who need support within the classroom. They help and support teachers. A teaching assistant who supports children with SEND.

Local Authority (LA): The local council (Greenwich) responsible for providing SEND services and support.

Local Offer: Is a website produced by the Local Authority and provides information about the provision in a local area. This covers the full range of provisions available; social, health, education etc, how to access it, costs and reviewing processes. Local authorities must consult locally to decide what provisions the Local Offer should include.

<https://www.royalgreenwich.gov.uk/send>

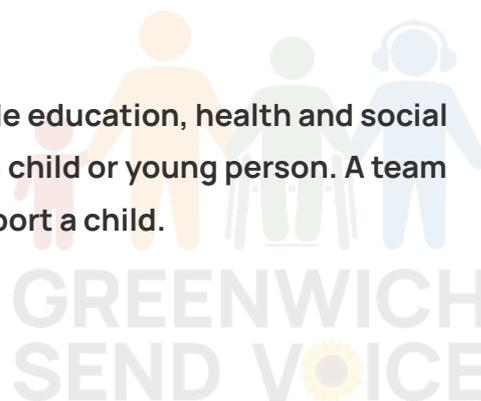
Looked After Child (LAC): A child who has been in the care of their local authority for more than 24 hours. A child in the care of the local authority.

M

Mainstream School: A general school teaching pupils with a wide range of abilities and aptitudes, which include children and young people with and without SEND. A standard school that includes children with and without SEND.

Makaton: Is an alternative communication system which uses signs and symbols alongside speech & written words to support communication. Despite its use of signs Makaton is not a sign language. A communication system using speech, signs, and symbols to support language development.

Multi-Disciplinary Team: A team of professions that can include education, health and social care that work together to plan, make decisions and support a child or young person. A team of professionals from different fields working together to support a child.



Muscular Dystrophy (MD): A group of inherited genetic conditions that gradually cause the muscles to weaken, leading to increasing levels of disability.

N

National Autistic Society (NAS): Is a national charity that advocates, provides advice and support, and campaigns on behalf of the Autistic community in the United Kingdom.

National Curriculum: Is a set of subjects and standards used by primary and secondary schools, so children learn the same things. The framework outlining subjects and standards in UK schools.

Non-Maintained Special School: Is usually managed by charitable organisations and are not profit making and are overseen by a governing body. A special school not funded by a local authority.

Non Verbal: Not using words or not relating to the use of words.

O

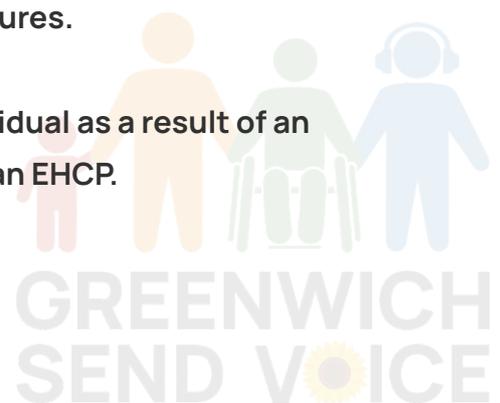
Obsessive compulsive disorder (OCD): Is a mental health condition where a person has obsessive thoughts and compulsive behaviours. OCD has 3 main elements: Obsessions – Emotions – Compulsions.

Occupational Therapist (OT): A healthcare professional specialising in therapies and adaptations that support people with additional needs and/or disabilities to access meaningful activities.

Ofsted: Inspection services providing education and skills for learning for all ages. Inspect and regulate services that care for children and young people.

Oppositional Defiant Disorder: A behavioural disorder characterised by a persistent pattern of negative, defiant, and hostile behaviour towards authority figures.

Outcome: Is the result - benefit or difference made to an individual as a result of an intervention with an EHCP. A goal or achievement outlined in an EHCP.



P

Paediatrician: Is a medical doctor who specialises in the care of children and young people.

Paediatric Physiotherapist: Is a physiotherapist who provides physiotherapy to children and young people.

Panel: Is a decision making body who meet to match criteria for services.

Parent: Under section 576 of the Education Act 1996, the term "parent" includes any person who has parental responsibility (biologically or otherwise) for a child or young person. This could be family members, foster carers or through adoption, among others.

Parent Carer Forum (PCF): Is an independent group of parents and carers or children and young people (0-25) with special educational needs and disabilities that work with professionals in a locality to improve services and outcomes for children and young people living with SEND. The national network of PCF's is made up of 150+ Forum's. Ours being Greenwich Send Voice.

Personal Budget: Is money allocated to individuals to meet assessed needs in place of services that would otherwise be provided directly to the individual by statutory bodies. It is a notional amount identified by the Local Authority as necessary.

Personal Education Plan (PEP): is a record of a child's educational progress and a plan for how to support their education.

Personal Learning Plan (PLP): Includes information about learning, strengths, any difficulties and extra support needed, as well as achievements, hopes and dreams of a child or young person.

Picture Exchange Communication (PECS): It is a visual alternative communication system using symbols and/or words to help a child to communicate their wants and needs.

Pupil Referral Unit (PRU): Is an alternative education provision designed for children who are unable to attend school for various reasons, such as exclusion, medical needs, or behavioural difficulties, and aims to support their reintegration into school.



Q

Quiet Room/sensory: A designated space in schools for children who need a calm, low-stimulation environment to help regulate emotions.

R

Receptive Language: Is the “input” of language, the ability to understand and comprehend spoken language that you hear or read. The ability to understand and process spoken language.

Residential School SEND: A boarding school that provides education and care for the most vulnerable and complex children with SEND.

Resource Base: For children and young people who can access a mainstream curriculum but who need additional support or small group work in order for this to be successful.

Respite: Is the provision of short-term, temporary relief to those who are caring for family members who might otherwise require permanent placement in a facility outside of the home. This can include residential provision, personal assistants, short breaks, or support workers.

S

Safeguarding: Means protecting a person's health, wellbeing and human rights, allowing especially children, young people and vulnerable adults to live free from abuse, harm and neglect

School Governor: A member of a school's governing body responsible for oversight and decision-making.

School Transport Assistance: A financial or logistical support provided by local authorities to help families cover the cost or arrange transportation for their children to and from school, particularly those with SEND.

Special Educational Needs Coordinator (SENCO): Is a qualified teacher within a school responsible for overseeing the provision for students with special needs and disabilities (SEND), coordinating support, and liaising with parents and other professionals.

SEN Support: Is what schools and similar settings use to find and meet the needs of children with (SEN).

SEND Code of Practice: 0-25 years: The SEND Code of practice is a document that provides guidance to local authorities, schools, colleges, health and social services, and other relevant bodies on how to identify, assess, and meet the needs of children and young people with SEND.

Special Educational Needs and Disabilities Information and Advice Service (SENDIASS): should be an independent and free advocacy service that provides information and support to parents and carers whose children and young people have special educational needs and disabilities.

Sensory processing: How the body receives and interprets information through our senses, enabling us to understand the world and respond appropriately. It is how the body receives and interprets incoming stimuli through our senses.

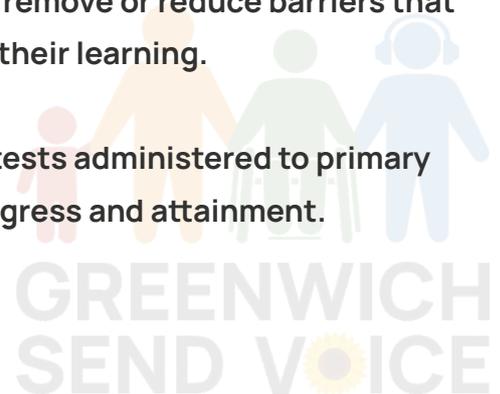
Short Breaks: Is an opportunity for parents and carers of disabled children or young people to have a break from their caring arrangements, and for their child or young person to have positive and enjoyable experiences. These sessions can last for a few hours, to a few days and can take place in a community setting, the child's own home, the home of an approved carer or in a residential setting - this is also referred to as respite

Social and communication: The use of verbal and nonverbal skills to interact and navigate social situations, enabling individuals to express themselves, understand others, and build relationships.

Social Emotional Mental Health (SEMH): Is the difficulties children and young people face in managing their emotions and behaviours, which can impact their learning and well-being.

Speech and Language Therapy (SLT): To support and enable children and young people to reach their full communication and educational potential and remove or reduce barriers that their speech, language and communication needs present to their learning.

Standard Assessment Test (SATs): Are a national curriculum tests administered to primary school children in Year 2 and 6 to assess their educational progress and attainment.



T

The Office of Standards in Education, Children's Services and Skills: The UK body that inspects and regulates education and children's services.

Tourette's Syndrome: Is a neurological condition characterised by involuntary movements and sounds called tics.

Transition: Is when a child is between key stages in education, or a young person moves from child to adult services. It can also refer to daily transitions a person faces such as the transition from home to school or other setting

Transition Review: Follows the same process of an Annual Review of an EHC Plan.

Tribunal: Is an independent body that hears appeals against decisions made by the Local Authority or other public body.

U

Universal Support: General support available to all children in schools, including quality-first teaching and reasonable adjustments.

V

Visual Impairment (VI): A visual impairment is defined as a loss of sight that cannot be corrected by glasses and lenses, and it can range from mild to severe, including complete blindness.

W

White Paper: Is a policy document produced by the government setting out proposals for future legislation.

Y

Young Carer: Is someone under the age of 18 who provides regular substantial care for a family member who has a disability, illness, mental health conditions or substance misuse problem.

Z

Zones of Regulation: It is a framework that categorises emotions and state of alertness into four colour coded zones (Blue, Green, Yellow and Red) to help individuals, especially children, develop self-regulation skills and emotions.

