Oldham Specialist Support Services: SEND Review Process

1 SEND Review Enquiry/Suggestion

- A.School makes initial enquiry about a SEND Review.
- B.Discussion held between Head Teacher and LA staff regarding possible SEND Review.
- C.Specialist Support Service collegues suggest SEND Review may be beneficial for school.
- If B or C, Link Advisory Teacher discusses process and benfits with school.
- SEND Review Info Pack sent to school, along with Request Referral link.
- School completes SEND Review Request Referral and returns to the SEND Revew Team.
- Request Referrals are triaged and school contacted by the assigned SEND Review Lead.

2 SEND Review Preparation

- SEND Review date agreed with Head Teacher.
- SEND Review paperwork shared with school.
- Pre-review documents completed by school and returned to the assigned SEND Review Lead by agreed date.
- SEND Review Team meet to collate info from pre-review docs and prepare for SEND Review day.
- Timetable for the SEND Review day agreed with school.

3 SEND Review & Impact

- SEND Review is held.
- Initial feedback provided at end of SEND Review day.
- Review Impact Meetings agreed for a term later (1) and end of year/year later (2).
- SEND Review Team write report and share with Head Teacher.
- Review Impact Meeting 1 held to discuss impact after one term.
- Areas for further support identified and actioned, as needed
- Review Impact Meeting 2 held to discuss impact after a year and SIP priorities for next academic year.
- Selection of SEND Reviews anoynimised for Case Study examples by SEND Review Team.