

Barnet Special Education Needs and Disability (SEND) Information, Advice and Support Services Advisory Group

TERMS OF REFERENCE

Purpose

The Advisory Group ensures that the SEND is effective in providing support and information to young people and parents and carers of children and young people with special educational needs.

1. The membership of the Barnet SEND Advisory Group will be: one representative of the voluntary sector in Barnet nominated by the Barnet Voluntary Partnership(BVP)*, a minimum of five parent representatives who have children of compulsory school age and Young people in education until 25 years – two of whom must be service users, a Head Teacher, a SENCo/Inclusion Manager, a representative of the Barnet Community Services (BCS) previously PCT, a representative of the Children and Families Team within Social Services, the Line Manager and Co-ordinator of the service. The Advisory Group will meet at least termly.
2. The Advisory Group will support the annual plan of work for the SENDIASS team and receive termly feedback on work undertaken
3. The Advisory Group will advise on the development of the SENDIASS service
4. The Advisory Group will promote the work of Barnet SENDIASS and, as appropriate, identify potential funders of the project
5. The Advisory Group will draw on their own knowledge of statutory guidance and the Code of Practice on SEN relating to SENDIASS, to be able to advise on procedural issues in discussions.
6. The Advisory Group will feedback back to the BVP meetings in an information sharing capacity and establish a 2 way link between members and parent carer forum.
7. An annual report will be endorsed by the SENDIASS Service at the end of each academic year.
8. Members can stay on the Advisory Group for four years but may stand again for membership. Parent representatives can self-nominate. All appointments must be agreed by the Advisory Group.

* BVP meets termly and is a combination of voluntary sector and parent groups who have involvement with families and or children who have disabilities, special educational or additional needs. The meetings provide an opportunity to feedback/raise concerns with representatives from Barnet Children Service. The SENDIASS Coordinator sits on the group.