

EALING LA
SEN ASSESSMENT SERVICE
June 2015

Service Structure

(pending further changes for 2015/16 financial year)

1 x SEN Service Delivery Manager
1 x SEN Data and Operations Manager
11x SEN Coordinators
1 x SEN Business Support

Caseload

Total cases - 2200
200 per SEND Coordinator

Allocations

Cases allocated by education setting. Two SEND Coordinators manage all year 12 post 16 cases including conversions. Nine SEND Coordinators manage 0 – year 11 cases

EHC Plan Template and compliance with 20 week deadline

Very difficult to meet. Person and family centred approach working well and good parental feedback. Emphasis now on 20 week deadline. Issues are:

late reports for the statutory assessment, high caseloads means that only one multi professionals meeting to draft the plan is feasible per week, mainstream schools resistant to admitting children with SEN so much negotiation is needed, delays at Sen Panel with cases not being discussed, highly complex casework to also manage and this often takes priority over deadlines..

Conversion to EHC Plans for Post 16 cases

122 Post 16 conversions completed and finalised by 31/5/15. 100% compliance with 31st May deadline. Great effort put into this with Education, health and social care colleagues all working v closely together. The two SEND Coordinators managing the process were highly experienced Connexions PA so had the background. Good cooperation from local college

16 – 25 year olds

Consultation working well, local college Inclusion Manager is a rep on SEN Panel. Requests for Statutory assessment for 16 – 25 year old from high profile cases with Tribunals from the past. Still working through adults health and social care sign off but meetings and workshops arranged building on the conversions process just completed.

Staffing/Systems

300 requests for statutory assessment per year with 230 agreed. System of SEND Coordinators managing the whole case and offering early years keyworking function and placement in post 16 FE settings. Works well to have former Connexions PAs managing post 16 cases. IT systems a challenge due to issues with Ealing's servers. Ealing uses Tribal SEN database. Moving towards electronic. All settings will be asked to submit requests for statutory assessment and annual reviews from Sept 2015. Not yet a Document Management System in place which make it more difficult as the pupil record. Exploring using Sharepoint or social services database (Frameworki)

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