**BTEC award in SEND assessment and coordination Workshops 2015 – 2016**

Each workshop will run over a day (1000 – 1600). The content will include three specific inputs (A, B and C) relevant to the assessment requirements with opportunities for individual queries, assessment and networking. The content will contribute to the knowledge, skills and experience required by candidates in order to complete assessment requirements and achieve the award and will be appropriately differentiated to address Level 3 and 4 requirements. An outline of the proposed content follows.

**Workshop 1: Person Centred Education Health and Care Plans**

By completing this workshop participants will:

* Be able to show that they understand the importance of working with parents and young people/parents and how to engage with them effectively
* Clearly demonstrate understanding of the principles of the new Code of Practice
* Demonstrate knowledge of the main requirements of an EHC needs assessment and what is expected of schools, colleges and other settings
* Be clear about the range and scope of the reforms and to whom they apply
* Be more confident in generating aspirational goals and drafting outcomes with relevant timescales
* Know the expected processes for dispute resolution and areas that can be appealed to the first tier tribunal
* Have addressed in part the following assessment requirements for the award:

Level 3 Unit 1 (2,3,4 ), Level 4 Unit 1 (4 )

Input A: Overview for candidates and assessors on the BTEC award

Input B: Principles of the new CoP – how to ensure co – production and personalisation.

Roles and responsibilities – what is required of educational settings

- what is required in the EHC needs assessment including preparation for adulthood (Year 9 transition reviews)

Input C: Aspirations, outcomes and drafting quality Plans

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**Workshop 2: Choice and Control, Communication and Decision making**

By completing this workshop participants will:

* Be able to make clear links between personalisation, choice and control for parents and young people and the relationship to personal budgets
* Have improved skills in communication and decision making e.g. managing anxiety and potential conflict in meetings; leading difficult conversations
* Be able to explain the appeals processes and grounds for appeal
* Have addressed in part the following assessment requirements for the award:

Level 3 Unit 1 (2 and 6a and b, 7), Level 4 Unit 1 (6 and 7)

Level 3 Unit 2 (1, 3 and 4), Level 4 Unit 2 (1,2, 3 and 4)

Level 3 Unit 3 (4 and 5), Level 4 Unit 3 (5 and 6)

Input A: Managing self and others in multi professional meetings. Working with parents and carers

Input B: Personal budgets and links to outcomes

Input C: Mediation and Tribunal processes

**Workshop 3: Collaborative working**

By completing this workshop participants will:

* Be clear about the roles of different professionals in the local authority and NHS and others contributing to the local offer
* Know and be confident about safeguarding requirements
* Understand frameworks for sharing information and confidentiality in relation to working with parents/carers, children and young people and other professionals
* Have addressed in part the following assessment requirements for the award:

Level 3 Unit 1 (2 and 4), Level 4 Unit 1 (4)

Level 3 Unit 2 (2, 3 and 4), Level 4 Unit 2 (2, 3 and 4)

Level 3 Unit 3 (5), Level 4 Unit 3 (5 and 6)

Input A: Role and range of support provided by a typical multi professional team around a child or young person.

Facilitating professional involvement and reaching a consensus

Input B: Safeguarding requirements

Working with social services – ensuring that the Care elements are discussed and included in the Plan, managing sensitive discussion.

Input C: Protocols around information sharing and confidentiality.