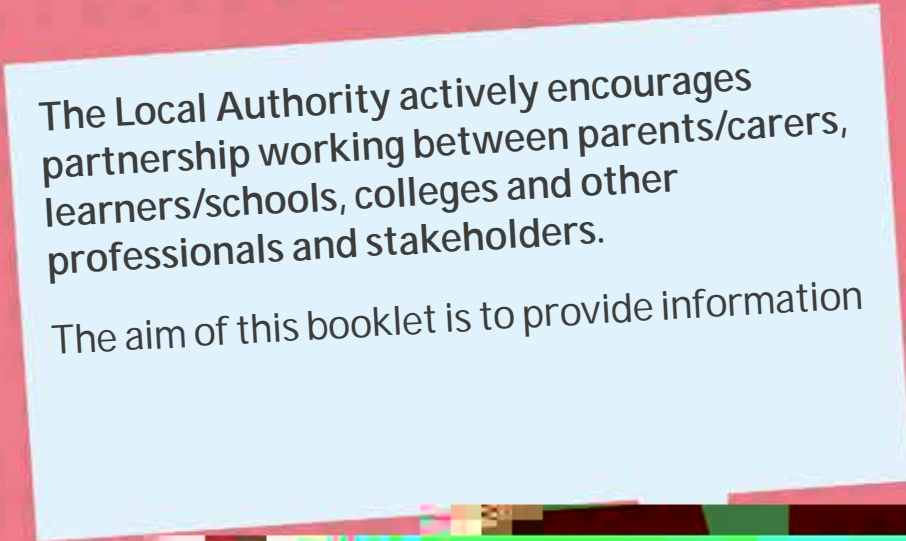
The background is a vibrant pink with several large, light-colored arrows pointing in various directions. There are also stylized cloud shapes, one of which contains icons of people. The title is centered in the upper half of the page.

# A Guide to ADDITIONAL LEARNING NEEDS

A light blue rectangular box with a white border, tilted slightly to the right, containing text.

The Local Authority actively encourages partnership working between parents/carers, learners/schools, colleges and other professionals and stakeholders.

The aim of this booklet is to provide information





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## 1. Introduction to the information booklet

- > Purpose of the information booklet

## 2. ALNET (Wales) Act 2018

- > Definition of ALN - Additional Learning Needs
- > Impact of the ALNET (Wales) Act
- > What a family can expect from their school and Local Authority

## 3. Important Contact

- > **Key roles of those involved with ALN support:**
- > ALNCo
- > Early Years Additional Learning Needs Lead Off cer (ALNLO)
- > Designated Education Clinical Lead Off cer
- > Resource - Key contacts chart

## 4. Additional Learning Needs Planning and Reviews

- > **Key roles of those involved with ALN support:**
- > ALNCo
- > Early Years Additional Learning Needs Lead Off cer (ALNLO)
- > Designated Education Clinical Lead Off cer
- > Resource - Key contacts chart

## 6. Jargon Buster

- >

## 1. Introduction to the information booklet

**Your child may already have been identified as having Special Educational Needs. They may be receiving extra support in school to help them with their learning, or they may have a statement of Special Educational Need.**

The approach to supporting children who have difficulties with learning is changing. The Welsh Government has passed new legislation, called the **Additional Learning Needs and Education Tribunal (Wales) Act**, and **Additional Learning Needs (ALN) Code**, which will replace all of the legislation and guidance about special educational needs.

The purpose of this booklet is to explain the new legislation, and how this will change the way that schools will work with you to identify and support your child's needs.

## 2. ALNET (Wales) Act 2018

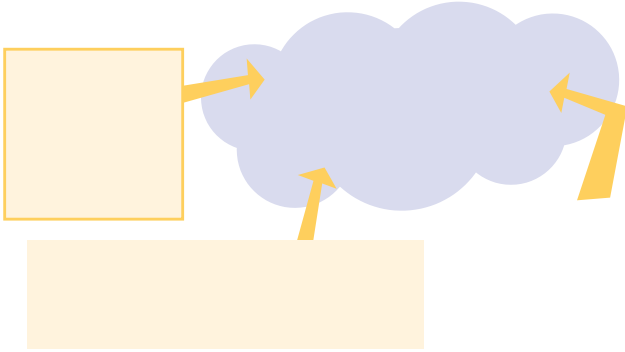
**As part of the Additional Learning Needs and Education Tribunal (ALNET) (Wales) Act 2018 the Welsh Government has replaced the term 'Special Educational Needs' (SEN) with 'Additional Learning Needs' (ALN).**

- > However, the definition of ALN will be very similar. It will cover those who:
- > have a significantly greater difficulty in learning than the majority of others of the same age which calls for additional learning provision. or;
- > have a disability for the purposes of the Equality Act 2010 which prevents or hinders him or her from making use of facilities for education or training of a kind generally provided for others of the same age in mainstream maintained schools or mainstream institutions in the Further Education Sector which calls for additional learning provision.

The Act introduces a clear duty on local authorities to support you as parent/carers and your child to contribute to the planning for ALN.

This includes:

- > Having regard for the child's, young person's and parents/carers' views and feelings.
- > Promoting participation in decision making.
- > Providing information and support.



### 3. Important Contacts

Parents/carers have suggested that a list of key people involved in their child's Additional Learning Needs (ALN) support would be useful. We have provided a form for you to record the key information relevant to your child or young person.



## 4. ALN Planning & Reviews

### Person Centred Practice (PCP)

Using person-centred thinking tools helps to gather everyone's views. Adopting person-centred approaches is particularly useful when thinking and planning for your child's future.

All maintained schools and early years settings in your Local Authority will use person-centred practice to help you be fully involved in sharing your views. This includes working with you and your child to complete an 'About Me Profile'.

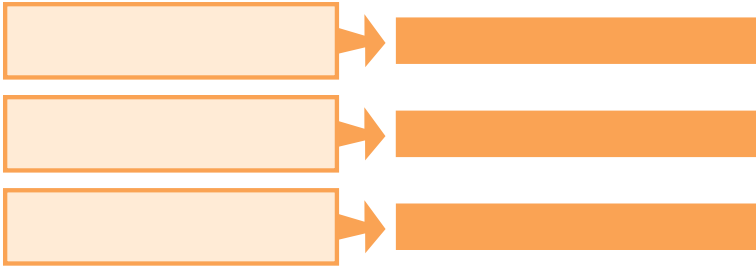
Welsh Government has created resources for families, children and young people on what to expect at annual reviews and PCP meetings. Use the link below to access the resource.



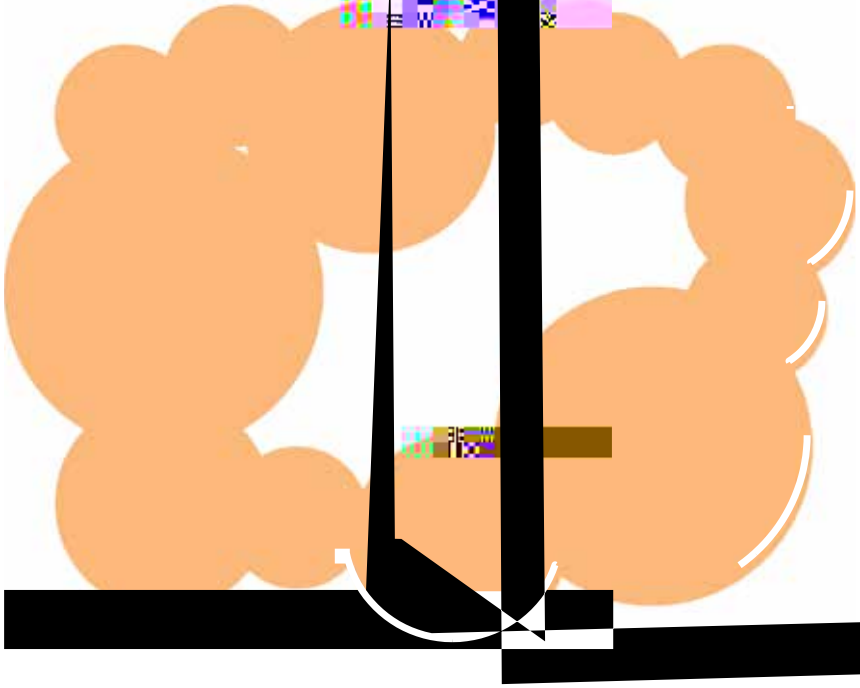




## Who will be responsible for creating and reviewing the IDP?



An IDP will be reviewed annually (within 12 months) following the person-centred review model of communication and participation. If you or your child wishes, you can request an earlier review.



## What will happen at the meeting?

You will find a person-centred review has a relaxed atmosphere, very different to other traditional meetings you may have been to. Everything is set out to be as informal and comfortable as possible.

The meeting may include some of the following elements:

- > If there are lots of people coming, there may be a big table, there could be posters, large pieces of paper pinned up on the walls or a whiteboard/screen where you can see the information being shared. These are to help everyone there, including you and your child, to record what is important.
- > Every review will change to meet the needs of your child, who is at the centre of the meeting. One person, called a facilitator, will have the job of making sure that everyone can have their say and that the meeting comes up with outcomes and actions for change.
- > The facilitator is most likely to be someone from the school or college and you should know who it is before the meeting.
- > The meeting begins with everyone introducing themselves and possibly sharing something that they like or admire about your child.
- > The facilitator will explain what will happen in the review meeting, and then everyone will have the chance to share their views and knowledge about your child.
- > When everyone has finished giving their comments, you will all think about and talk about what needs to change and what outcomes and targets you want to see.
- > You will then all agree what provision will need to be in place to support your child to help him/her meet their aspirations.
- > All those in the meeting will contribute to the Person Centred Practice (PCP) development tool.

## At the end of a review

By the end of the review the facilitator will endeavor to ensure that there is an agreed way forward, and that the outcomes and provision for the year ahead are agreed.

A new IDP will be drafted and sent to everyone within 5 days so that everyone can see what is going to be done to support your child to learn, and to achieve their dreams.

If your child is in the early years, is looked after or accesses Education Other than at School (EOTAS), this will be 10 days.



## 6. Jargon Buster

## E

**Educational Psychologist (Ed Psych) (EP):** They offer specialist advice and support to pupils, schools, parents and other agencies. They may undertake assessments and contribute to the IDP process and the transition planning process.

**EOTAS:** Education Other Than at School.

**Equality Act:** The Equality Act became law in October 2010. It replaces previous legislation (such as the Race Relations Act 1976 and the Disability Discrimination Act 1995) and ensures consistency in what you need to do to make your workplace a fair environment and to comply with the law.

## F

**Families First (FF):** Families First is a Welsh Government programme which provides for families.

**Further Education (FE):** (Post 16) Learning provision, which can include training or vocational education.

**Further Education Institution (FEI):** College, or provider offering work-based or adult and community learning for those over 16 years of age.

**Flying Start (FS):** A Welsh Government programme for families with children who are 0 - 3 years of age.

**Foundation Phase:** This begins when children are born and lasts until the end of year 2.

## H

**Health Visitor:** A qualified nurse employed by the Health Service who gives advice on general child health, particular health problems, and has specific responsibility for monitoring a child's progress and advising parents when needed.

**Hearing Impairment (HI):** Pupils with a hearing impairment range from hearing loss to those who are profoundly deaf.

## I

**Inclusion:** This is about educating children with Additional Learning Needs (ALN) in mainstream (local) schools wherever possible.

**Independent Parental Supporter (IPS):** An IPS is someone who can support parents, encouraging parental participation and helping the parent understand the ALN system. Independent means someone who is independent of the decision-making process that determines the type and level of support for a child with ALN. IPSs will often be someone from a voluntary organisation, a Parent Partnership Service, another parent organisation, Ú M



## M

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**Mainstream School:** A Local Authority maintained school that is not a special school. Mainstream schools form the majority of schools and include infant, junior, primary and secondary schools.

**Maintained School:** This is a state school including community, foundation and voluntary schools as well as community special and foundation special schools.

**Mentor or Learning Mentor:** This is an adult or older pupil who is linked with a child to provide support across a number of areas such as learning or behaviour.

**Monitoring:** The ongoing assessment of work, progress, expenditure or achievement.

**Multi-disciplinary:** Involving professionals from a range of disciplines (usually Education, Social Care and Health).

## O

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**Occupational Therapist (OT):** A professional employed by the Health Board to work with the child, parents and teachers.

Occupational Therapists use therapeutic techniques (advising on equipment and environmental adaptations where appropriate) to improve a child's ability to access the physical and learning curriculum.

## P

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**Paediatrician:** Doctor specialising in the needs of babies and children.

**Parent Partnership Services:** Provide information and support to parents of children with ALN to help parents to play a more active and informed role in their children's education.

**Physiotherapist:** This is a therapist who supports children with physical and medical needs, helps with exercises and provides advice to parents and schools.

**PMLD:** This stands for Profound and Multiple Learning Difficulties; in addition to very severe learning difficulties, pupils have other significant difficulties such as physical disabilities, sensory impairment or a severe medical condition. Pupils require a high level of adult support, both for their learning needs as well as for their personal care.

**Portage Worker:** This is an experienced early years worker who works with children 0-3 years with significant additional needs and their parents. They work in the home and provide programmes to improve the development of young children, keeping in touch with other professionals.

**Provision Map:** A map of support showing what the school/LA is providing for their ALN pupils, so parents can better understand what support is on offer, when and where from.

**PSE:** Personal Social Education.

**Psychiatrist:** A doctor who helps people who have difficulties with the way they feel and behave. Child Psychiatrists specialise in helping children.

## R

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**Review:** This is the review of an Individual Development out within 12 months of creating the IDP and then on an annual basis.

## S

**SEAL:** Social and Emotional Aspects of Learning.

**Section 140 Assessment:** This is an assessment of a student's educational and training needs and the provision required to

## 7. Resources

### Children in Wales

**Children in Wales is the national umbrella body for organisations and individuals who work with children, young people and their families in Wales.**

They are a membership body, and their members are drawn from the voluntary, statutory and professional sectors. They work with, and for, our members to promote their interests and meet their needs. Together they:

- > Contribute to making implementation of the UN Convention on the Rights of the Child a reality in Wales.
- > Fight for sustainable quality services and fair shares for all children and young people. Ensure special attention and treatment for children in need and those who are marginalised.
- > Ensure children and young people have a voice.

Website: [www.childreninwales.org.uk](http://www.childreninwales.org.uk)

Tel: 02920 342 434

Email: [info@childreninwales.org.uk](mailto:info@childreninwales.org.uk)

X: @ChildreninWales



### All Wales Forum

**The All Wales Forum was set up by a group of parent carers across Wales who want to have 'voice and control' over the way in which services for their sons and daughters with learning disabilities are planned and delivered.**

AWF's core mission is to bring a national voice and re-cognition to parents and carers of children and adults living with learning disabilities in Wales.

- > **We advocate for the rights of family carers to be heard as equals in service planning and policy development** enabling and supporting carer groups and individuals to be fully included in their communities and central to planning processes.
- > **We highlight and campaign on national and local issues that directly impact upon parents and carers and their family members** working together to ensure that issues directly facing family carers are heard and given proper consideration by the wider community through co-operative working and total engagement.
- > **We work in partnership to identify and develop innovative solutions to improve the lives of parents and carers and their family members** working with partner organisations at local and national levels through shared resources and collective knowledge to improve and shape those services that ensure good lives.

Please contact us if you have any queries or want to know more about our current projects.

Website: [www.allwalesforum.org.uk](http://www.allwalesforum.org.uk)

Tel: 02920 811 120

X: @AllWalesForum Facebook: @AllWalesForum



## Family Information Service (FIS)

**Family Information Service (FIS) provides free advice and information in all local authorities on a wide range of childcare options and activities for children aged 0-19 (up to age 25 for young people with ALN), their families and their carers.**



This includes information on nurseries, childminders, out of school clubs, playgroups and parent and toddler groups. We also provide help and advice on paying for childcare and working in childcare.

Children in Wales works with the FIS network to provide information and resources to help with their work. To find your local FIS contact details visit [www.fis.wales/home](http://www.fis.wales/home) and follow the on screen prompts. FIS - is a one stop information and advice service, for parents, carers and people working with families in the local authority about:

- > Registered childcare including childminders, day nurseries, creches, playgroups and Cylchoedd Meithrin.
- > Holiday care schemes and open access play schemes Unregistered childcare including baby sitters, nannies and au pairs Parent and toddler groups
- > Play, sport and leisure activities Help with childcare costs Working with children
- > Free nursery education
- > Youth Services
- > Health and wellbeing Services
- > Services for disabled children
- > Services promoting the Welsh language
- > Family Support Services

Your Local Authority has a Family Information Service (FIS) which will provide you with ALN information, advice and guidance. You can contact the FIS using the contact details below:

Tel: 08000 32 33 39 (free phone)

Email: [fis@blaenau-gwent.gov.uk](mailto:fis@blaenau-gwent.gov.uk)

## SNAP Cymru

SNAP Cymru is an all-Wales children's charity working with families, young people and professionals on issues regarding additional learning needs and disabilities. It is an advocacy service for parents/carers.



SNAP Cymru's independent Parent Partnership Service is free to families and offers impartial, accurate information, advice and support through our Independent Parental Support Scheme (IPS).

### **Our teams of trained staff and volunteers help:**

- > Families make informed decisions about school and other educational placements and provision from health, education, social services and other agencies.
- > Families work in partnership and maintain good working relationships with relevant professionals.
- > Schools in continuing to develop good working practice with parents/carers.
- > Families play an active and valued role in their child's education and development giving families a choice.

### **SNAP teams of trained staff and volunteers offer:**

- > Confidential, accurate, information, advice and support.
- > A listening ear, an opportunity for families to talk things through.
- > Help to gain access to a range of support services and expert advice.
- > Practical help in dealing with letters, filling in forms and understanding professional reports.

Website: [www.snapcymru.org](http://www.snapcymru.org)

Tel: 0808 801 0608

X: @SNAPCymru

Facebook: @SNAPCymru

## Annex A: Additional Information

Welsh Government and Blaenau Gwent County Borough Council (BGCBC) have created a range of Additional Learning Needs (ALN) resources and guidance documents for families, children and young people, we have listed a few below:

Further information on ALN can be found on Blaenau Gwent website at: [www.blaenau-gwent.gov.uk](http://www.blaenau-gwent.gov.uk)ALN

### ALN Code 2021

For updates visit Welsh Government. [www.gov.wales/education-skills](http://www.gov.wales/education-skills)

### ALN factsheet

On how the ALN Act will affect children, young people, parents and carers. Can be accessed (online) [www.gov.wales/additional-learning-needs-aln-factsheet-children-young-people-parents-and-carers](http://www.gov.wales/additional-learning-needs-aln-factsheet-children-young-people-parents-and-carers)

### Annual reviews and PCP meetings

Provides a guide to what to expect. Can be accessed (online) [www.gov.wales/person-centred-reviews-guidance-families](http://www.gov.wales/person-centred-reviews-guidance-families)

### Easy read explanation of the Additional Learning Needs and Education Tribunal (Wales) Act

Guidance helping children and young people who need extra support to learn - Children and young people with ALN. Can be accessed (online) [www.gov.wales/additional-learning-needs-and-education-tribunal-wales-act](http://www.gov.wales/additional-learning-needs-and-education-tribunal-wales-act)

### PCP Resource Booklet

Provides a template for a family to use in preparation for their child's person-centred review. Can be accessed (online) [www.gov.wales/sites/default/files/publications/2018-12/person-centred-reviews-for-families.pdf](http://www.gov.wales/sites/default/files/publications/2018-12/person-centred-reviews-for-families.pdf)

### PCP resource video and guidance on person-centred reviews

Can be accessed (online) <https://youtu.be/bkwBSF0nxiY>

### Primary school for children aged 7 to 11: a guide for parents and carers

Can be accessed (online) [www.gov.wales/primary-school-children-aged-7-11-guide-parents-and-carers](http://www.gov.wales/primary-school-children-aged-7-11-guide-parents-and-carers)

### ALN Code events video

Provides an overview of the draft ALN code consultation. Can be accessed (online) [www.gov.wales/overview-draft-additional-learning-needs-code-consultation](http://www.gov.wales/overview-draft-additional-learning-needs-code-consultation)







**This document is also available in Welsh on request**  
Mae'r ddogfen hon ar gael yn Gymraeg ar gais

Blaenau Gwent County Borough Council  
The General Offices  
Steelworks Road  
Ebbw Vale  
NP23 6DN

**Tel:** 01495 311556

**Website:** [www.blaenau-gwent.gov.uk](http://www.blaenau-gwent.gov.uk)

