

North Devon SEND and Inclusion Drop-in sessions

Further to our communications at the end of the summer term, we wanted to update you about how the Devon SEND and Inclusion Teams will be working with all North Devon primary and secondary schools from September.

The team will be made up of advisory teachers from the SEMH, C&I and SEND Advisory teams, along with Inclusion Officers, Education Wellbeing Advisors, Educational Psychologists, Education Keyworkers, Attendance Improvement Officers and School Effectiveness Advisors. We will also be linking in with Early Help colleagues and are hoping to involve other teams and services as needs arise. The aim of this new team approach is to provide the right support, at the right time and in the right place to support the children and young people in North Devon to thrive. We hope that by working in a more joined up and collaborative way, we will be able to help schools identify needs earlier and work together to ensure effective provision is in place at the earliest possible stage.

The team will be working in a variety of ways to support schools, including:

- SEND and Inclusion Drop-ins.
- School Review Consultations (led by the EPS).
- Additional focused and agreed support in schools, where appropriate.
- Locality SEND and Inclusion networks.
- Training/CPD.

SEND and Inclusion Drop-ins will be the main and initial route in to receiving support from the North Devon SEND and Inclusion Team. These drop-ins will start from Tuesday 17 September 2024.

What are they?

A multi-professional, solution focused conversation with members of the North Devon SEND and Inclusion team, to discuss individual, group or whole school concerns relating to SEND and Inclusion.

Settings are encouraged to book a Drop-in session to discuss individual or wider concerns as early as possible, to ensure the right support can be put in place at the earliest possible stage.

The Drop-in sessions will replace requests for access into the SEND Support Teams and the individual consultation meetings with the Inclusion Team. They are your first route in to accessing support around SEND and Inclusion.

Requests for access to the Physical and Sensory Team remain unchanged due to the specific nature of the work that team delivers.

When will they take place?

Tuesday and Wednesday 12.30 until 4pm and Thursday 9.30 until 12 pm every week.

Each session is 30 minutes long and will be held via Teams.

How do I book?

Bookings are now live you can use the link below to book your preferred time slot

[North Devon SEND and Inclusion Drop-ins \(office365.com\)](https://office365.com)

- Choose your preferred time slot.
- Provide a brief summary of the situation you would like to discuss and possible outcomes you are hoping to achieve through the Drop-in.
- Please try to avoid booking multiple Drop-ins. Where possible, similar concerns should be grouped and discussed during one session. You don't necessarily need to attend a separate Drop-in for each child you are concerned about.

What will happen during a Drop-in?

- You will be asked to outline the situation you want to discuss.
- The team may ask further questions to elicit more information.
- The team will share ideas or suggestions for further support, signpost to other services and discuss possible next steps.
- At the end of the session, there will be 2 or 3 agreed next steps to help you move forwards.

What will happen after a Drop-in?

Brief summary notes of the session will be sent to you to support your next steps and provide potential resources or links to services. These notes are not intended to be submitted as part of onward requests or EHCP requests. They are to support your actions in school.

Through the team's weekly Monday triage meetings, where it is felt that more help is required around a specific situation or concern, a member of the team will contact you to arrange further support.

Statutory SEND processes

If you wish to discuss specific concerns around the EHCP process linked to a child who already has an EHCP, (e.g. Amendments to the plan, Annual review, placement etc), or who is going through an EHC assessment, please continue contact the caseworker or book onto one of the half termly caseworker drop-in sessions, provided by the Statutory Team, to discuss this.