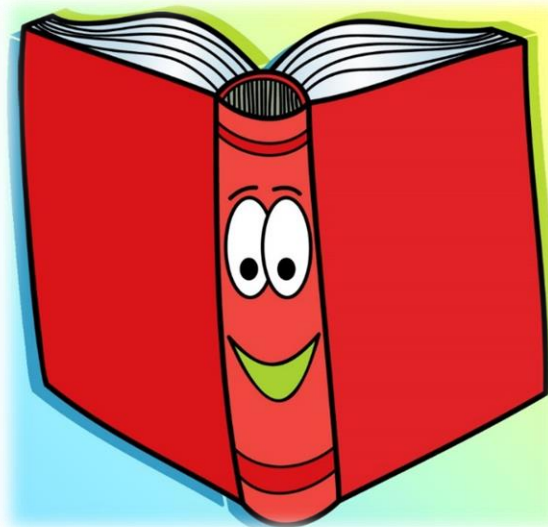


ORGANISATIONS/ ABBREVIATIONS DIRECTORY

(April 2023)



INTRODUCTION

The Directory has been created to provide parents and carers useful information on various organisations/agencies that they may be involved with or may find useful to be aware of.

May I take this opportunity of welcoming you and your child to our Service and I would be happy to receive any information on further organisations you feel we may have missed, which may be helpful to other parents/carers.

Elaine Lord
Trust Therapeutic Specialist

AN A-Z OF USEFUL ORGANISATIONS/AGENCIES

A

ACTION FOR CHILDREN

We protect and support children and young people, providing practical and emotional care and support. We ensure their voices are heard, and campaign to bring lasting improvements to their lives.

Website: www.actionforchildren.org.uk

AGE UK

Can be contacted on 0800 678 1602 between 8am–7pm, 365 days a year

Website: www.ageuk.org.uk

A.M.I.T.Y Project

Providing one-to-one mentorship and support for young people, helping them with personal development and with re-establishing their confidence with those in authority.

Contact: Mike Hirst – A.M.I.T.Y Officer

Tel: 01204 848722/07970263393

Email: m.hirst1996@gmail.com

ASD (Autism Support Group for Parents/Carers/Families)

Tel: 0161 866 8483 (based in Stretford, Manchester)

I AM Celebrating Autism aims to help children aged 10 and over and adults with autistic spectrum conditions (ASC) to develop a 'tool kit' of life skills, particularly the social and communication skills that are needed to successfully function in today's society.

Website: www.i-am-autism.org.uk

ADOLESCENCE RESOURCE CENTRE (ARC)

Respite care & outreach. Referrals via a Social Worker. Address: 20 Mayor Street, Bolton BL3 5HT Telephone: 01204 334409

ASPIRATIONS

Activity group for young people with Asperger Syndrome age 12-19 years.

Weekly 3 hour activities. Monthly social skills group and holiday activities.

Activities include: swimming, cinema, laser quest, cycling.

Tel: 0161 866 8485/07900 367097

Email: admin@i-am-autism.org.uk

Website: www.i-am-autism.org.uk

Contact: Peter Halliwell

B

BACPAC (Bolton Area Council for Parents and Carers)

A voluntary group of parents and carers of disabled children. Aims are to increase awareness and accessibility of information.

Tel: 07944 237982

Email: info@bacpacbolton.org.uk

Website: www.bacpacbolton.org.uk

BE KIND TO MY MIND

Directory of support produced by Bolton NHS and Youth Council. Updated quarterly.

Parent and Infant Relationship Service (PAIRS) =

Multi-agency service providing support to families with a child aged 0 – 2 where there are concerns about attachment and/or the parent and infant relationship. Referrals can be received from GPs, Public Health Nurses (formerly Health Visitors), Perinatal Midwives and Perinatal Community Mental Health Teams. PIMHS@boltonft.nhs.uk

BOLTON SELF-HARMING BEHAVIOUR PATHWAY (Children and Young People)

A local self-harming behaviour pathway has been developed to guide professionals through a range of scenarios if a child or young person presents with self-harming behaviours or suicidal ideation. The pathway includes 3 flowcharts and a range of supportive information such as a safety plan and conversation guide.

This can be soon found by accessing the Be Kind to My Mind Professionals Section www.bekindtomymind.co.uk but for now please email

bolgccg.cypcommissioning@nhs.net for access.

BABY BASICS

Provide support to new mothers and families who are struggling to meet the financial and practical burden of looking after a new baby.

Email: babybasics@bridgebolton.com
Telephone: 01204 361704

BAME HOLISTIC MENTAL HEALTH

supports BAME groups and organisations of all sizes to provide culturally appropriate holistic mental health support for predominately of South Asian ethnic background (but not exclusive to). For more info

www.manchestercommunitycentral.org/black-minority-and-ethnic-network-page

BEREAVEMENT HELPLINE (NHS)

Telephone: 0800 2600 400, available 8am to 8pm every day

BEREAVEMENT SERVICE

Support for anyone in Greater Manchester that has been bereaved or affected by a death.

Website: www.greater-manchester-bereavement-service.org.uk

Includes an interactive map which displays all the bereavement support services available in a particular area in addition to a page dedicated to resources and materials to download. For those unable to access the website they can ring 0161 983 0902.

BEREAVEMENT SUPPORT - GRIEF ENCOUNTER

Support bereaved children and their families to help alleviate the pain caused by the death of someone close

Website: www.griefencounter.org.uk

Email: griefftalk@griefencounter.org.uk

National Freephone Helpline: 0808 802 0111 (9am – 9pm, Mon-Fri) Griefftalk Online Chat available Mon – Fri, 9am – 9pm (Access via homepage)

BEREAVEMENT SUPPORT - CRUSE

Offers support, advice and information to children, young people and adults when someone dies. Website: www.cruse.org.uk/

Email: helpline@cruse.org.uk

National Freephone Helpline: 0808 808 1677 (9:30am – 5pm (M&F), 9:30am – 8pm (Tues, Wed & Thurs))

Dedicated Youth Website:

www.hopeagain.org.uk

Young Person email:

hopeagain@cruse.org.uk

CHILD BEREAVEMENT UK

Support children, young people and families to rebuild their lives when a child grieves or when a child dies

Website: www.childbereavementuk.org/

Email: support@childbereavementuk.org

National Freephone Helpline: 0800 02 888 40 (9am – 5pm, M-F)

BOLTON DEMENTIA SUPPORT

Providing welfare telephone calls and virtual support groups/activities to all current members and their loved ones/carers. Open to anyone living with dementia or caring for someone in Bolton

Telephone: 01204 386696

Website: boltondsg@gmail.com

BEAT EATING DISORDER

Provide a 1:1 webchat for anyone affected by an eating disorder. The organisation also provides a range of helplines and email addresses for under 18s, students and adults who need additional support.

Website: www.beateatingdisorders.org.uk

BOLTON COUNCIL OF MOSQUES (BCOM)

Provides free and confidential counselling with qualified counsellors that speak English, Gujarati and Urdu.

Email admin@thebcom.org

Telephone: 01204 363680

BOLTON WANDERERS IN THE COMMUNITY

One to one mentoring for young people with the opportunity for each child to attend activities with their mentor as part of the support offered.

Website: www.bwitc.org.uk/mentoring

BOLTON START WELL

The Start Well Service works with the early year's workforce; children and families; and other professionals to ensure the best possible start in life for every Bolton child. Go to <https://www.boltonstartwell.org.uk/> for a range of services, pathways, resources and training courses.

Email boltonstartwell@bolton.gov.uk

Telephone 01204 338149.

BOLTON TOY LIBRARY

Provides emotional health drop-in sessions for parents of children aged 2 - 5 (Tuesday & Thursday 9.30am – 11.00am)
Offering Emotional Well Being Kits.
Email: boltontoylibrary@yahoo.co.uk
Telephone 01204 395 079
Address: Harvey Start Centre, BL3 6HU

BENEFITS ENQUIRY LINE

Tel: 0800 882200
Text phone: 0800 243355
Website: www.direct.gov.uk/disability-money
Disability living allowance (DLA) application pack.

BOLTON COUNCIL INFORMATION

www.localdirectory.bolton.gov.uk
Local support and services.

BOLTON FAMILIES INFORMATION SERVICES

Offers free information on early education and services for children, young people and families in Bolton (including help with childcare costs).
Website: www.bolton.gov.uk/fis

BOLTON LADS & GIRLS CLUB

For young people with SEND & disabilities offering a variety of sessions in the week, Saturdays & a holiday club.
Juniors 8 – 12 years of age Seniors 13 + 21, 21 – 25 with SEND.
Tel: 01204 540100
Website: www.blgc.co.uk

BOLTON ADVICE CENTRE

Free advice and guidance for the community of Bolton on Benefits, Debt, Legal, Disability + much more. Tel: 01204 396560 to speak to an advisor or book a face-to-face appointment or Email:
support@boltonadvicecentre.co.uk

BREAKING BARRIERS NW

Supporting disabled children, young people and their families to raise awareness and challenge the barriers to inclusion in society for disabled children & young people aged 0-25 years old.
We also support adults with autism aged 18+
Tel: 07717 434840

Email: breakingbarriers3@gmail.com
Website: www.breakingbarriersnw.com

BRIDGES FAMILY SUPPORT SERVICE

Disabled Children's Services
Contact: Elaine Nuttall – 01204 337102
Out of hours: 01204 337108

BOLTON COUNCIL

Access Bolton Tel: 01204 333333
Website: www.bolton.gov.uk

BOLTON TOURIST INFORMATION

Information and advice
Tel: 01204 334321
Website: www.visitbolton.com

BUS PASSES

Transport for Greater Manchester
Website: www.tfgm.com/tickets-and-passes/apply-for-a-new-pass

C

CARIBBEAN & AFRICAN HEALTH NETWORK(CAHN)

Support offer into the Caribbean & African community that will provide a bespoke mental health service.
Website: www.cahn.org.uk

COMMUNITY GROCERY (THE MILLS)

Is open for the people of Bolton, helping to keep families fed and give members access to support too.
The Mill, Bury New Road, Bolton, BL2 6QE
Mon-Fri 9:30am-4:30pm Tel: 01204 226511
Website:
www.communitygrocery.org.uk/bolton

CITIZEN'S ADVICE BUREAU BURY & BOLTON

Provides free, confidential, impartial and independent advice and information.
26-28 Mawdsley Street
Bolton BL1 1LF
Tel: 0808 278 7804

CITIZENS ADVICE

Offers advice on Benefits including Housing, Debt & Money advice, Personal Independence Payment (PIP) + much more.

Check out self-help at Website:
www.casort.org or Tel: 0808 278 7803

CHILD ACTION NORTH WEST

Offers appropriate adult, emotional health and well-being for children and young people, Fostering & ProContact

Website: www.canw.org.uk

CHILDLINE

Tel: 0800 1111

Website: www.childline.org

COPING WITH SELF HARM

Rethink - www.rethink.org

Harmless - www.harmless.org.uk

For more information on the experiences of other parents and carers go to;

www.healthtalk.org

CHILD AND ADOLESCENT MENTAL HEALTH SERVICE (CAMHS) –

Provides specialist assessment and treatment of serious mental health difficulties and associated risk in children and young people up to 18 years of age.

For referral details including the referral form go to

[Website: www.gmmh.nhs.uk/bolton-camhs](http://www.gmmh.nhs.uk/bolton-camhs)

Tel: 01204 483 222

D

DAYTRIPPERS (Bolton)

A parent and carer led group offering activities and support for children with disabilities.

Tel: 07742 693157 / 07941 747920

Website: www.daytrippersbolton.org.uk

DISABILITY LIVING ALLOWANCE FOR CHILDREN

Website: www.gov.uk/disability-living-allowance-children/rates

DAD MATTERS

Provides advice, signposting and 1:1 or group support to help Bolton Dads have successful relationships with their families, and to support dads with anxiety, stress and mental health issues. The website also contains a range of support offers for Dads in Bolton in addition to contacting Dan Blackman,

Bolton's local Dad Matters Coordinator
Website: www.dadmatters.org.uk/bolton

E

EATING DISORDER SERVICE

Children and Young People's Community Eating Disorder Service (8 – 18 years)

Provides assessment, treatment and support for young people with eating disorders and their families. Referrals are accepted from GPs, teachers, school nurses, social workers and other health professionals.

Telephone: 01942 775400

Website: www.gmmh.nhs.uk/young-peoples-eating-disorder-service/

EDUCATIONAL PSYCHOLOGY SERVICE

Provide assessment and advice to support children's learning in school.

[Email: ea.sen@bolton.gov.uk](mailto:ea.sen@bolton.gov.uk)

Telephone: 01204 338612

Address: SEN Strategy & Development
SENDAS, c/o Schools ICT, Smithills Dean Road, Bolton BL1 6JT

E

FORTALICE

Supporting Children, Young People and women affected by Domestic Abuse and Violence

Fortalice provide a range of support for children and young people who have witnessed domestic abuse or who are in an unhealthy relationship of their own.

Education programmes are also delivered within School Settings

<https://fortalice.org.uk/children-young-people/>

FAMILY FUND

The family fund are a charity organisation helping low income families caring for a disabled child. They support families by providing grants that relate to the need of their disabled child, for example washing machines, driving lessons computers and holidays.

Tel: 01904 550055

G

GM HEALTH HUB

The Greater Manchester Health Hub is here to provide you with tips and tools, from stopping smoking to understanding more about how you're feeling. Find out what works best for you to make the change to a healthier lifestyle and a happier you!

Website: www.gmhealthhub.org

GREATER MANCHESTER RESILIENCE HUB

Whilst previously set up in response to the Manchester Arena Attack in 2017 to co-ordinate care and support for thousands of children, young people and adults; the GM Resilience hub is now also providing emotional support for all health and care workers who live or work in Greater Manchester.

Website: www.penninecare.nhs.uk/gmrh

H

HOTUKDEALS

The best place for Deals, Discounts & Freebies website: www.hotukdeals.com

HOMESTART HOST

A team of experienced staff and trained volunteers, who are all parents themselves, provide one to one support to families if they have at least one child under five.

Email: info@homestarthost.org.uk

Telephone 0161 344 0669

I

INFORMATION & ADVISORY SERVICES IAS (SEND)

Independent information and advisory service for parents/carers of children and young people with SEND.

Tel: 01204 848722/491085/841654

Website: www.iasbolton.com

ITHRIVE

Emotional Health and Well Being Support for Young People aged 2-19 years, referral form found at www.bolton-together.org.uk

18 Spa Road, Bolton BL1 4AG Telephone: 01204 540123

IPSEA (INDEPENDENT PARENTAL SPECIAL EDUCATION ADVICE)

Offers free and independent legally based information, advice and support to help get the right education for children and young people with all kinds of special educational needs and disabilities (SEND).

Website: www.ispea.org.uk

J

JEWISH COMMUNITY HOLISTIC MENTAL HEALTH

Providing befriending, mentoring, counselling etc. For more info: <https://www.jamh.org.uk> or <https://www.neshomo.co.uk>

K

KOOTH

Anonymous online mental health support for children and young people in Bolton aged 11-25.

Website: www.kooth.com

KIDS DIRECT SHORT BREAKS

Short breaks for disabled young people aged 0 - 25 years.

Helpline: 03330 142990

Website: www.directshortbreaks.org.uk

KIDZ2GETHER

Primarily offers leisure services but also provides advice, information and support for parents. Activities include swimming, play clubs, youth clubs, sports and wacky warehouse evenings. Mentoring service and OT group also available.

Horwich Community Centre

Beaumont Road

Horwich, Bolton BL6 7BG

Tel: 01204669821

Email: info@kidz2gether.org.uk

Contact: Jacqueline 07919 864784

Website: www.kidz2gether.org.uk

L

Living Life to the Full

Free to all Greater Manchester residents and has a range of online course to improve feelings, beat stress and boost an individual's ability to live well.

Website: www.lttf.com

M

MARTIN LEWIS – MONEY SAVING EXPERT

Cutting you costs, fighting your corner.
Website: www.moneysavingexpert.com

MEN'S ADVICE LINE

confidential helpline for male victims of domestic abuse and those supporting them.

Call them on 0808 8010327 or
www.mensadvice.org.uk

MENTORING FOR LOOKED AFTER CHILDREN AND CARE LEAVERS

Bolton Lads and Girls Club have fortnightly mentoring available for children and young people in care or are leaving care. A social worker referral is required to access mentoring. Telephone 07787254989
Email mentoring@blgc.co.uk

MIND ED FOR FAMILIES

Supports parents and those caring for children and young people in their family when they are concerned about a young person's mental health or well-being.
Website:
www.mindedforfamilies.org.uk/young-people

MIND - The MIND website has resources for staff seeking advice and information on OCD, anxiety, PTSD, depression
Website: www.mind.org.uk

MENTAL HEALTH FIRST AIDER

Guidance about workplaces and workplace support and reasonable adjustments
Website: <https://mhfaengland.org>

MY LIFE IN BOLTON

Is a directory of local resources within Bolton
Website: www.mylifeinbolton.org.uk

N

NATIONAL AUTISTIC SOCIETY

Autism helpline offering impartial advice and support for people with an autistic spectrum disorder and their families including health services, personal budgets, transition support and care plans.
Website: www.autism.org.uk

O

1POINT

Provides IAPT counselling including bereavement counselling to anyone registered with a GP in Bolton.
Access via SPOA or self-refer:
Telephone: 01204 917745.

P

PAPYRUS

PREVENTION OF YOUNG SUICIDE UK

PAPYRUS is the national UK Charity dedicated to the prevention of suicide.
Tel: 01925 572444
Website: www.papyrus.-UK.org

HOPELine UK

HOPELine is a specialist telephone service staffed by trained professionals who give non-judgemental support, practical advice and information to:

- Children, teenagers & young people up to 35 years of age, who are worried about how they are feeling.
- Anyone who is concerned about a young person.

Email: admin@papyrus-uk.org
Telephone: 0800 0684141

PARENT TO PARENT LINE (ASD)

A free confidential telephone support line offered by volunteer parents. Messages can be left on 24 hour answerphone and a volunteers will call back as soon as possible.
Telephone: 0808 800 4106

R

RAISE THE YOUTH

Running an eight week mindfulness course for parents in Brompton.
For more information.
Email: parents@raisetheyouth.co.uk
Telephone for support 07507360305

Rapid Response Team

Across Greater Manchester there are 4 Rapid Response Teams that provide risk assessment and management for young people who are experiencing a mental health

crisis. The Rapid Response team will support a young person and their family for up to 72 hours and can currently only be accessed via All Age Mental Health Liaison and CAMHS. Those already open to the Rapid Response Team can self-refer back in for support. Bolton are part of the West RRT which covers Bolton and Wigan.
Telephone: 01204 390390

RELATIVES & RESIDENTS ASSOCIATION

helpline open between 9.30am –1 pm for families who have relatives in 24 hours care:
Telephone: 020 7359 8136
Website: www.relres.org

S

SAFEGUARDING CHILDREN

Bolton Safeguarding Children Partnership
Information for parents who may be worried about keeping their own or other people's children safe
Website:
www.boltonsafeguardingchildren.org.uk/parents-carers
Telephone: 01204 337479

SEND ASSESSMENT SERVICE

Contact: Manager Gill Murphy
Telephone: 01204 332121 / 338612

SHINING A LIGHT ON SUICIDE

A Greater Manchester resource for young people, adults, parents/carers and professionals. It includes free online suicide awareness training for anyone who lives or works across Greater Manchester in addition to service directories and stories of hope.
Website: www.shiningalightonsuicide.org.uk

Safety Plan - Staying safe provide a great online and downloadable safety plan resource which is recommended by the Greater Manchester 'Shining a light on suicide' campaign.

SHOUT

24/7 free crisis text line available to anyone in Greater Manchester.
By texting 'SHOUT' to 85258 a young person will be put in touch with a trained Crisis Volunteer who will chat to them using trained techniques via text. The service is designed

to help individuals to think more clearly and to take their next steps to feeling better.

SILVERCLOUD (16+)

SilverCloud is for people aged 16 or over who need help with mental health issues and the emotional challenges associated with long-term conditions. It is an online course which uses Cognitive Behavioural Therapy (CBT) to help individuals manage stress, anxiety and depression.

<https://gm.silvercloudhealth.com/signup>
Website: www.silvercloudhealth.com/uk

SILVERLINE

The Silver Line Helpline is a free, confidential telephone service just for older people. We provide friendship, conversation and support 24 hours a day, 7 days a week. Aimed at people over 55. Helpline open 24/7 on 0800 4 70 80 90
Website: www.thesilverline.org.uk/

SINGLE POINT OF ACCESS (SPOA)

Access to services for help with anxiety or depression. Open to self referrals:
Telephone: 01204 483101 or via their online portal – <https://www.iaptportal.co.uk/bolt.html>

SUBSTANCE MISUSE

360° - Young People's substance misuse service delivered within The Parallel. Provides support to young people up to the age of 19 and their families who are using alcohol or drugs. The service also supports anyone who has alcohol or drug concerns about a young person.
Referrals sent to [boh- tr.360info@nhs.net](mailto:boh-tr.360info@nhs.net)
Telephone: 01204 462444

SAMARITANS

Website: www.samaritans.org
Tel: 116 123 (free 24 hr)

SOLIHULL PARENTING PROGRAMME

Free online parenting programme delivered as part of Bolton Children's Integrated Health and Wellbeing Service (0-19). Go to www.inourplace.co.uk and use access code RIVINGTON. Courses: Understanding pregnancy, labour, birth and your baby; Understanding your baby; Understanding your child; Understanding my brain (for teenagers); Understanding your teenagers brain (for parents)

I

TOO GOOD TO GO

Is the app that lets you rescue unsold food from an untimely fate at your favourite spots.

Website: www.toogoodtogo.com/en-gb

THERAPEUTIC SPECIALIST

Providing 1-1 therapy for Bolton Impact Trust (BIT) pupils/parents & carers, runs parenting groups, who's in charge programme and leading on the Trauma-Informed approach for BIT. Contact Elaine Lord Waugh
Telephone: 07377 368761

U

URBAN OUTREACH

One to one support for the child and the family, exploring issues and challenges, learning tools to manage emotions and developing coping strategies.

Website: www.urbanoutreach.co.uk

Tel: 01204 385848

W

WELFARE RIGHTS

Access Bolton Tel: 01204 333820

Email: welfare.rights@bolton.gov.uk

WINSTON'S WISH

Support for Children and young people following the death of a parent or sibling

Website: www.winstonswish.org/

email support: ask@winstonswish.org

National Freephone Helpline: 08088 020 021

(9am – 5pm, Mon-Fri) Online Chat available

Wednesdays and Fridays, 12pm – 4pm

<https://www.winstonswish.org/online-chat/>

Crisis Messenger: text 'WW' to 85258

Y

YOUNG MINDS

An online resource to help young people look after their own mental health. The website also contains information and resources to Parents/Carers and also Professionals. A Parent/Carer Helpline is also available on 0808 802 5544

Supporting young people and parents regards mental health

Website: www.youngminds.org.uk

AN A-Z OF MEDICAL MEANINGS

ASPERGER SYNDROME: Viewed as the higher-ability aspect of the autistic continuum. People who are diagnosed will have difficulty communicating, difficulty in social relationships and lack understanding of how people feel.

ATTACHMENT DISORDER: Also referred to as reactive attachment disorder. It is a mental and emotional condition brought on as a result of failure to form an appropriate bond with primary carers in early childhood. Children with attachment disorder often have trouble trusting others. It impacts on a person's mood, behaviour and social relationships, usually because of early experiences of neglect and abuse.

ATTENTION DEFICIT HYPERACTIVITY DISORDER (ADHD): Affects 3-5% of all children and two to three times more boys than girls. It has been described as 'living in a kaleidoscope, where sounds, images and thoughts are constantly shifting'. A child will feel easily bored and distracted by unimportant sounds and sights. They will be unable to sit still and will dash around incessantly.

AUTISM SPECTRUM DISORDER: Developmental disability affecting the way the person communicates with and relates to people around them. People with autism have difficulty relating to others in a meaningful way. Social interaction, social communications and imagination are impaired. Difficulties can range from severe to mild (see also Asperger Syndrome).

BEHAVIOURAL, EMOTIONAL & SOCIAL DIFFICULTY (BESD): Describes all those pupils of any ability whose behaviour, social and emotional difficulties present a barrier to learning and participation.

BIPOLAR DISORDER: Someone diagnosed with bipolar disorder (formerly known as manic depressive) experiences swings in mood from periods of overactive, excited behaviour known as mania to deep depression. Between

these severe highs and lows can be stable times. Some people also see or hear things that others around them don't (known as having visual or auditory hallucinations) or have strange, unshared, beliefs (known as delusions).

CHILD & ADOLESCENT MENTAL HEALTH: Can affect the way individuals think, feel and behave. It influences self-perception, life chances and relationships with others.

COGNITIVE DIFFICULTY: Cognition refers to the way the brain remembers, organises thoughts and problem solves situations. People who have cognitive difficulties may have short or long-term memory problems and experience difficulties in starting things, making decisions, planning and organising. They may not always recognise these difficulties themselves. Cognitive problems can occur with or without an accompanying language disorder (see 'Aphasia' above) and are often present in people who have had a head injury or who have dementia.

COMMUNICATION DISORDER: Disruption to one or all of the usual methods of communication.

COMPLEX LEARNING DIFFICULTIES & DISABILITIES (CLDD): Children and young people with CLDD have conditions that co-exist. These conditions overlap and interlock, creating a complex profile. The co-occurring and compounding nature of complex learning difficulties requires a personalised learning pathway that recognises children and young people's unique and changing learning patterns.

DEVELOPMENTAL DELAY: An abnormal or slower rate of development in which a child demonstrates a functioning level below that observed in children of the same age.

DYSCALCULIA: Difficulty with calculation and using numbers.

DYSLEXIA: Difficulty with written language. Dyslexia affects reading, spelling, writing, memory and concentration. It is sometimes called a specific learning difficulty.

DYSPRAXIA: Developmental dyspraxia is an impairment or immaturity of the organisation of movement. It is an immaturity in the way that the brain processes information, which results in messages not being properly or fully transmitted. The term dyspraxia comes from the word praxis, which means 'doing' or 'acting'. Dyspraxia affects the planning of what to do and how to do it. It is associated with problems of perception, language and thought.

ELECTIVE MUTISM: Emotional disorder affecting children. The child speaks fluently in some situations, but remains silent in others.

EPILEPSY: Currently defined as a tendency to have recurrent seizures (sometimes called fits). A seizure is caused by a sudden burst of excess electrical activity in the brain, causing a temporary disruption in the normal message passing between brain cells. This disruption results in the brain's messages becoming halted or mixed up.

EXPRESSIVE LANGUAGE DIFFICULTY: Difficulty affecting the person's ability to speak, write or gesture.

FOETAL ALCOHOL SYNDROME DISORDER (FASD): A condition caused by the mother consuming alcohol during pregnancy, resulting in abnormal brain development before birth.

HEARING IMPAIRMENT (HI): Pupils with a hearing impairment range from those with a mild hearing loss to those who are profoundly deaf. It can cover the whole ability range.

IRLEN SYNDROME: Visual stress is a broadly defined visual perceptual disorder affecting primarily reading and writing based activities. The syndrome is one in which reading is impeded by distortions of print.

LEARNING DIFFICULTY/DISABILITY: This is a characteristic of pupils who have difficulty in acquiring new skills or who learn at a different rate from their peers.

MODERATE LEARNING DIFFICULTY (MLD): A child with MLD will have a general

level of academic attainment that is significantly below that of their peers. There may be difficulty acquiring basic literacy and numeracy skills, speech and language difficulties and poorly developed personal and social skills. Emotional and behavioural difficulties may also be present.

MULTI-SENSORY IMPAIRMENT (MSI): Pupils with multi-sensory impairment have a combination of visual and hearing difficulties. They are sometimes referred to as deaf/blind but may have some residual sight and/or hearing.

PROFOUND & MULTIPLE LEARNING DIFFICULTIES (PMLD): Pupils with PMLD have complex learning needs. Among pupils with PMLD are those functioning at a level comparable with the earliest levels of development and who have physical disabilities, sensor impairment or a severe medical condition. Pupils require a high level of adult support both for their learning needs and also for their personal care.

SEVERE LEARNING DIFFICULTY (SLD): Pupils with SLD have significant intellectual or cognitive impairments. This will have an impact on their ability to participate in the school curriculum without support.

SPEECH, LANGUAGE & COMMUNICATION NEEDS (SLCN): Encompass a wide range of difficulties related to all aspects of communication in children and young people. These can include difficulties with fluency, forming sounds and words, formulating sentences, understanding what others say and using language socially.

AN A-Z OF MEANINGS USED IN EDUCATIONAL SETTINGS

ACADEMY: A publicly funded independent school, free from local authority and national government control.

ACHIEVEMENT & ATTAINMENT TABLES: Pupil performance information published every year by the Department of Education, including tables that list National Curriculum test results for primary schools and exam results for secondary schools. These show how different schools compare within their area and in England as a whole.

ADDITIONAL NEEDS: All children who are at risk of poor outcomes and require additional support, which may be a short-term intervention or a longer term-strategy.

ADVOCACY: Aims to secure the rights and facilities for an individual with special educational needs and disabilities that are appropriate to the individual's needs. A nominated person speaks and acts on behalf of the represented person who is unable to have their own voice.

ALTERNATIVE PROVISION: Education in an institution other than a mainstream or special school. This should be based on the needs of the child and may be provided through a variety of routes, including pupil referral units.

ANNUAL REVIEW: The statutory yearly review of a statement of special educational needs. The local authority carries out such a review within 12 months of making a statement or within 12 months of any previous review.

ASSESSMENT FOR LEARNING: The practice of using classroom assessment to improve learning. It involves seeking and interpreting evidence for use by pupils and their teachers to decide where the pupils are in their learning, where they need to go, and how to get there. It helps to track pupil progress, set individual learning targets, tackle underperformance and provide structured feedback to pupils.

AT RISK: Since the Childrens Act 1989 came into force, the term 'at risk' has been used to describe a child believed to be at risk of 'significant harm' and therefore in need of protection by the local authority. When a child is described by someone from social services as being 'at risk' this is still likely to be what they mean. However, the term is also used more widely, for example to describe children thought to be at risk of social exclusion. Depending on the context, 'at risk' may refer to children thought to be at risk of offending, social exclusion or significant harm.

ATTAINMENT: The formal recognition of achievement evaluated against specified standards, generally in national examinations.

CHILD & ADOLESCENT MENTAL HEALTH SERVICES (CAMHS): Provides high-quality, multidisciplinary mental health services to all children and young people with mental health problems and disorders.

CHILDREN & FAMILY COURT ADVISORY AND SUPPORT SERVICE (CAFCASS): Provides the courts with independent assessments and recommendations concerning the welfare and best interests of children in public and private law cases respectively.

CHILDREN IN NEED: A child is defined by the Children Act as being in need if they are unlikely to achieve or maintain, or have the opportunity of achieving, a reasonable standard of health or development without the provision of services, if their health or development is likely to be significantly impaired, or further impaired without the provision of such service, or if they are disabled.

CHILDREN'S CENTRE: Sure Start provision that provides seamless, holistic, personalised, integrated, wrap-around care, education, services and support for children under five and their families.

EDUCATION, HEALTH & CARE PLAN (EHCP): This replaced the statement from September 2014. It offers a multi-agency

approach to supporting the educational provision offered to those children and young people who are in receipt of a plan. It identifies a problem that a pupil has had in school for 1 year or more. The school has to show that they have put several interventions in place to support the child's needs.

They will then have to show that a higher level of support is needed. The school has to be able to show that they have put £6000 within that year for the pupil.

The next step is for the school to get an Early Help Assessment, which allows school to apply for the EHCP. School needs parental permission to be able to do this. School then gets an EP (Educational Psychologist) Report. This report will then go home for parents to read through, sign and agree to it.

Collating the information can be quite time consuming which is why this can sometimes be a lengthy process.

Parents will then get a letter to say whether the process is continuing or not. If the process is continuing, this does not mean the child has got an EHCP at this stage. It takes 20 weeks from that point.

Further assessment of the child may take place within this period, eg CAMHS or Speech & Language Specialist.

At this stage, a draft document is produced which goes to all who have contributed. This gives all concerned an opportunity within a time frame to check and make any amendments if necessary.

After all the above has been processed, the parent will receive the EHCP.

The EHCP is reviewed annually. There will be 3 meetings to be held over the year (minimum), to assess the child and make sure their needs are being met.

An EHCP lasts as long as the child is in education up until possibly 25 years of age.

An EHCP is a 'FOR LIFE DIAGNOSIS'.

FREE SCHOOL: An all-ability, state-funded school set up in response to parental demand. Under new plans, it will become easier for charities, universities, businesses, educational groups, teachers and groups of parents to start these schools.

INCLUSION: Inclusion is not a simple concept, restricted to issues of placement. Its definition has to encompass broad notions of educational access and recognise the importance of catering for diverse needs. Increasing mainstream access is an important goal. Inclusive principles highlight the importance of meeting children's individual needs, of working in partnership with pupils and their parents/carers and of involving teachers and schools in the development of more inclusive approaches. Inclusion is a process not at state.

LOOKED-AFTER CHILD (LAC): Any child who is in the care of the local authority, or who is provided with accommodation by the local authority social services department for more than 24 hours.

MONITORING: The systematic checking of progress against targets and the gathering of information to establish the extent to which agreed plans and policies have been implemented.

MULTI-AGENCY WORKING: Brings together practitioners from different sectors and professions to provide an integrated way of working to support children, young people and families.

PERSONALISED LEARNING: The tailoring of education to ensure that every pupil reaches their potential. It enables teachers to match teaching with individual pupil's learning to meet their needs, interests and aptitudes, helping them to reach their full potential.

PROVISION MAP: An at-a-glance way of showing the range of provision a school makes for children with special and other additional needs, through extra staffing or peer support.

PUPIL REFERRAL UNIT: Any school established and maintained by a local authority that is specially organised to provide education for children who have been excluded, or are sick or otherwise unable to attend mainstream school.

SAFEGUARDING: The process of identifying children and young people who have suffered or who are likely to suffer significant harm and then taking the appropriate steps to keep them safe.

SPECIALIST SERVICES: Those services provided by the local authority of primary care trust to provide focused and specialised services for children with acute or high-level needs who would otherwise be at a high risk of achieving poor outcomes.

SPEECH & LANGUAGE THERAPY: A health care profession, the role and aim of which is to enable children with speech, language and communication difficulties to reach their maximum communication potential.

TRANSITION PLAN: Sets out the steps needed to move from school to adult life, usually drawn up after the Year 9 annual review.

AN A-Z OF SEN PROFESSIONALS AND THEIR MEANINGS

AUDIOLOGIST: Carries out hearing tests and explains the results of those tests. If a child needs hearing aids they will identify the best type and arrange to get them. They also monitor a child's hearing, to make sure that any hearing aids supplied are appropriate.

DIETICIAN: A health professional who gives advice about nutrition and swallowing or feeding difficulties. Occasionally children need nasogastric or gastrostomy feeding to receive the nutrition they need. This means liquid feed is given through a tube that is inserted directly through the abdominal wall or through a narrow tube that is passed through the nose, down the food pipe and into the stomach. Dieticians make a full nutritional assessment and are often responsible for ordering the supplies and equipment.

DUTY SOCIAL WORKER: Deals with telephone calls and takes details when people ring to make contact with social services.

EDUCATIONAL PSYCHOLOGIST: Concerned with helping children or young people who are experiencing problems within an educational setting. Challenges may include social or emotional problems or learning difficulties. Work is with individual clients or groups, advising teachers, parents, social workers and other professionals.

HEALTH VISITOR: Responsible for pre-school aged children and all children with disabilities. A few health visitors do pre-school screening or developmental tests. Some will visit early years settings and discuss individual children (with parental permission). They are often an informal point of contact for a parent who has concern about their child, and can be accessed through their local GP or clinic.

KEY WORKER/LEAD PROFESSIONAL: Maintains regular contact with the family and takes responsibility for checking that parents have all the information they need, that

services are well co-ordinated and that information about the child is shared efficiently (with the parents' permission) with everyone who is working with the family.

LEARNING DISABILITY NURSE: A specialist nurse who works with children and adults with a learning disability and with their families.

LEARNING MENTOR: A salaried member of staff who works with school and college students to help them address barriers to learning. This is designed to enable the students to engage more effectively in learning and achieve appropriately.

OUTREACH SERVICE: Some early years centres, special schools and portage services offer an SEN outreach service to pre-school groups. Individual children can be discussed, with their parents' permission. Advice can be given on setting IEPs or in accommodating the child within the group.

PARENT PARTNERSHIP SERVICE: Provides independent advice and support for parents and carers to help them understand special educational needs and the SEN Code of Practice. They help by providing information and, sometimes, by attending relevant meetings.

SOCIAL WORKER: Supports children and families by advising on appropriate services. They are normally employed by the local authority and can provide practical advice about counselling, transport, home help and other services.

SPECIAL EDUCATION NEEDS CO-ORDINATOR (SENCO): Responsible for co-ordinating the provision for all children with special educational needs within a school. It is a statutory requirement that every school must have a SENCO.

SPECIALIST TEACHER ADVISER: There are specialist teacher advisers for the deaf and hearing impairment, visual impairment and physical development. They support children, their families and other professionals who are involved in the child's education.

SPEECH & LANGUAGE THERAPIST:

Specialises primarily in language, communication and speech problems and, in some circumstances, may offer support with feeding problems. They assess, diagnose and develop programmes to help children develop

communication skills. This may include verbal (ie using speech) or non-verbal, using signs, symbols or communication aids. They work closely with families and the settings children attend depending on the child's needs and circumstances.

QUICK ABBREVIATION GUIDE

ACPC	Area Child Protection Committee
ADD	Attention Deficit Disorder
ADDiS	Attention Deficit Disorder Information and Support Service
ADHD	Attention Deficit Hyperactivity Disorder
AEN	Additional Education Needs
ASD	Autism Spectrum Disorder
ASDAN	Award Scheme Development and Accreditation Network
ASL	Additional Support for Learning
BST	Behaviour Support Team
CAFCASS	Children and Family Court Advisory and Support Service
CAMHS	Child and Adolescent Mental Health Service
DBS	Disclosure & Baring Service
DfE	Department for Education
DLA	Disability Living Allowance
EBD	Emotional and Behaviour Difficulties
ECM	Every Child Matters
EHCP	Education, Health and Care Plan
EP	Education Psychologist
EYFS	Early Years Foundation Stage
FASD	Foetal Alcohol Spectrum Disorder
FLT	Foundation Learning Tier
IEP	Individual Education Plan
KS	Key Stage
LA	Local Authority
LAC	Looked-After Children
MLD	Moderate Learning Difficulties
NAS	National Autistic Society
OCD	Obsessive Compulsive Disorder
ODD	Oppositional Defiance Disorder
OFSTED	Office for Standards in Education
OT	Occupational Therapist
PCT	Primary Care Trust
PDA	Pathological Demand Avoidance Syndrome
PEP	Personal Education Plan
PRU	Pupil Referral Unit
SENCO	Special Educational Needs Co-ordinator
SEND	Special Educational Needs and Disabilities
SENS	SEN Support Service
SLD	Severe Learning Difficulties
SLT	Senior Leadership Team
TA	Teaching Assistant
TAC	Team Around the Child