

# Parent Partnership Service

A service for parents and carers of children and young people with special educational needs

## Confidential Advice Line Link (CALL)

Phone: ☎ 01223 699214

10am – 12noon and 2pm – 4pm

Monday to Friday, Term Time only

E-mail: ✉ [pps@cambridgeshire.gov.uk](mailto:pps@cambridgeshire.gov.uk)

## Newsletters, Training and Website

Phone: ☎ 01223 699211

E-mail: ✉ [ppsadmin@cambridgeshire.gov.uk](mailto:ppsadmin@cambridgeshire.gov.uk)

PPS Website 🌐

[www.cambridgeshire.gov.uk/pps](http://www.cambridgeshire.gov.uk/pps)

Parent Partnership Service,  
Cambridgeshire County Council,  
CC1101,  
Castle Court,  
Shire Hall,  
Cambridge,  
CB3 0AP

We provide an answerphone if a member of staff is not available to take your call.

Last updated 3/3/2010

Please ask us for copies of this leaflet in Braille, on audio cassette or in a different language.

Prosimy pytać u nas o kopie niniejszej ulotki w języku Braille'a, w wersji audio lub w innym języku.

Prašome mūsų teirautis šio informacinio lapelio kopijų Brailio raštu, garsajuostėje ar kita kalba.

Caso necessite, peça-nos cópias deste folheto em Braille, cassete áudio ou numa língua diferente.

এই প্রচারণাটির কপি ব্রেইল, অডিও ক্যাসেট বা অন্য কোন ভাষায় পেতে চাইলে দয়া করে আমাদের নিকট অনুরোধ জানান।

مختلف زبان میں درکار ہو تو برائے کرم ہم سے درخواست کریں۔

الفاظ کو سمجھ کر پڑھنے کی زبان میں، آڈیو کیسٹ پر یا کسی اگر آپ کو اس کتابچہ کی نقل بریل یعنی نابینا لوگوں کی

请向我们索取本小册的其他版本，包括盲文、录音带或另一种语言的译本。

Mangyaring hingin kami para sa mga kopya ng polyetong ito sa Braille, sa audio cassette o sa ibang wika.



Parent Partnership Service

Your partnership with school



[www.cambridgeshire.gov.uk/pps](http://www.cambridgeshire.gov.uk/pps)

## Your partnership with school

‘Partnership with parents plays a key role in promoting a culture of co-operation between parents, schools, local authorities and others. This is important in enabling children and young people with SEN to achieve their potential.’

**SEN Code of Practice 2.1**

**All parents are encouraged to be involved with their child’s school.**

**Parents of children with special educational needs may also have extra opportunities to become more involved in helping their children. For example, they may become involved in a parent support group.**

## Schools’ role in the partnership

Schools should keep you informed and involved in a variety of ways.

- The school brochure should include a summary of how the school helps children with SEN.
- The school’s SEN policy should contain details of arrangements for working with parents.

Schools should do the following.

- Share with you any concerns they have about your child (this can be done formally).
- Tell you that additional education arrangements are being made for your child because he or she has special educational needs.
- Discuss with you the Individual Education Plan (IEP), or its alternative, that records the support your child will receive.
- Tell you the dates of meetings to review the Individual Education Plan or its alternative.
- Invite you to go to meetings or give your views at School Action and School Action Plus.
- Tell you about the decisions made at review meetings.
- Tell you about any other action that is being taken as a result of a review of the Individual Education Plan or its alternative.
- Ask for your consent if they want to ask the local authority to formally assess your child’s needs.
- Listen and respond to any concerns you have about your child.

## Your role in the partnership

You have an important part to play in this partnership and the school will welcome co-operation in the following ways.

- Providing information about your child’s health, development and behaviour at home.
- Giving views on your child’s progress at school, factors contributing to any difficulty and actions which the school might take.
- Helping with the development of the Individual Education Plan (IEP), or its alternative, and how it is put into practice.
- Going to meetings about your child.
- Becoming involved in parent support activities.
- Fulfilling your part in any home-school agreement, and helping your child with any programmes they need to follow at home.