

INCLUSION & SEND

Southwark Education Learning and Achievement



PART-TIME TIMETABLES

Are you aware of the guidance on part-time/reduced timetables?

Children and young people of compulsory school age have a legal right to receive full-time educational provision, this should be suitable to their age, aptitude and any special educational needs they may have. Children and young people with additional needs have the right to access the same opportunities and hours as their mainstream peers. The LA must be informed when implementing a part-time timetable, guidance on part-time tables is available on the [Southwark Education website](#).

CENMAC

Assistive technology

CENMAC is made up of a team of specialists who support children and young people experiencing barriers to learning or communication to access the curriculum and to communicate using assistive technology. They provide a unique service offering assessments, reviews and the loan of assistive technology (AT) and augmentative and alternative communication (AAC). CENMAC support is available to children and young people aged 2 to 25 with Education Health Care Plans (EHCP) in mainstream education and special schools.

Referral forms and eligibility criteria can be found on the [Southwark Education website](#)

SECONDARY SENCO FORUM

Our second [whole day event for secondary SENCOs](#) takes place **10/03/2025**, at our **Tooley street office**. Where we will discuss:

- Assess plan do review + provision mapping
- Access arrangements for exams
- Working with therapists

PREPARING FOR ADULTHOOD - UPCOMING TRAINING

From January 2025 Southwark SEN are moving to a PfA model for year 5 EHCP annual reviews. CPD to support this change will take place at Southwark's Tooley street offices, **Wednesday 22nd January, 1pm-3.45pm**, (refreshments from 12.15pm). The session will be lead by Linda Jordon of the NDTi. [Book you place](#) for this session or view resources and research on preparing for adulthood on the [NDTi's website](#).

CHANGES TO STATUTORY FORMS

New forms for:

- Requesting an Education, Health and Care Needs Assessment
- Annual Review of an existing EHCP

On the **6th January 2025**, new statutory forms will be released by Southwark SEN. The forms will be shared via email, along with associated guidance. They will also be available on the [Southwark education website](#).

Please note that **there will be two versions of each form** – one is intended for the Early Years through to Year 4, the other from Year 5 onwards. It is expected that settings will use the new forms as soon as they become available. However, as schools may be currently completing some statutory processes, **Southwark SEN will accept the current forms until March 7th 2025**. After this date, any requests or annual reviews submitted with the old forms will be returned with a request to utilise the new paperwork.

EHCP Banding review

This term we completed our first task and finish groups for strategic, SENCOs and early years, to support developing a new banding matrix. There are two more task and finish groups taking place in the spring term (28th Jan and 25th March).

For more information or to participate, contact your Inclusion and SEND consultant.

Find us at

160 Tooley street, London, SE1 2QH



THE SEND HUB

Learn, share and socialise with other Southwark SENCOs at the Hub.

Next event - 16th January, 4pm-6pm

At Alfred Salter Primary School

[Join the Hub](#)

[Hub resources](#)



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Contact us:  selainclusionandsend@southwark.gov.uk

Decmeber, 2024



Southwark
Council