



Referral Criteria Policy

April 2024

Review date: 31/03/2025

This policy is produced to help service users and those considering referral or recommendation to us be clear what we can offer.

The Service operates a self-referral system – where children, young people and their parents contact the service directly. In exceptional circumstances a parent/young person who requires SENDIASS support may feel unable to make contact, in which case we recommend that the professional makes the initial contact on their behalf ideally whilst the parent is present.

SENDIASS Barnsley experience a high volume of referrals from across health, education and social care. The service will act upon such requests only on the full understanding that consent has been given by the parent carer or young person.

When making initial contact with some families following referrals from professionals, parents do not feel it's been a choice to have our involvement and that the type of support the family require is not Special Educational Needs and/or Disability (SEND) specific.

When considering whether SENDIASS is the right service, professionals should be clear what it is they feel we can provide and why. The aim of our involvement is to help parent's carers, children and young people to achieve the best educational outcomes with Information, Advice and support. Involvement is meant to be empowering so that after IASS has been provided parents carers, children and young people can develop confidence to advocate for themselves.

Information, Advice and Support – Duties to children, young people and parents carers:

- IAS services are a statutory service that provides information, advice and support to disabled children and young people, those with SEN, and their parents/ carers (who have children/young people 0-25 yrs).
- IAS services are required to be impartial, accessible and free.
- IAS staff are independently legally trained.
- Provide confidential and impartial information, advice and support to parents/ carers, children and young people (16+) on their own, if requested.

SENDIASS provide:

- Individual casework and informal advocacy.
- Support in attending meetings, contributing to assessments and reviews.
- Information, advice and support on subjects including local policy and practice, preparation for adulthood, the law on SEN and Disability, Health and Social Care.
- Participating in decisions about outcomes for the child or young person. Where requested by parents or young people seeking an Education Health Care Plan (EHCP)
- Information, advice and support about Additional SEN Support – in line with the SEND code of Practice and SEN support.
- Individual casework and representation.
- Support in preparing for and attending meetings.
- Help when things go wrong, including resolving disagreements and providing support to manage mediation, appeals, exclusions, and complaints on matters related to SEN.
- Support in preparing for SEND tribunals.
- Signposting to other local or national sources of advice, information and support.
- Links to local parent support groups and forums.

Further Duties of IASS towards the Local Authority (LA):

- Contribute to strategic development of services by the Local Authority / Clinical Commissioning Group (CCG).
- Provide quarterly statistical data about the findings of IASS from experiences of parent's carers, children and young people of local services they receive.
- Fulfil the obligations and expectations of an IAS Service are set out in Chapter 2 of the SEND Code of Practice.
- Meet the standards expected of IAS Services; this can be found in the IASSN Quality Standards.
- Signposting parents/carers to Barnsley's Local Offer for other sources of Information: The Local Offer provides clear and accessible information about the provision Barnsley Council expects to be available locally for our children and young people from 0 to 25 who have special educational needs and/or disability (SEND). The Local Offer helps parents/carers & young people to understand what services to expect from a range of local agencies, including statutory entitlements, eligibility and referral criteria. The Local Offer also makes clear what is available from early years settings, schools (including Academies and Free Schools), colleges and other services including those from health and social care.