

Isle of Wight Council  
**CHILDREN'S SERVICES**  
**LOCAL OFFER**  
**GUIDELINES**  
**2018 - 2021**

## Document Information

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<b>Consultation:</b>	June 2014 – December 2014 and ongoing <ul style="list-style-type: none"> <li>• Schools including parents <ul style="list-style-type: none"> <li>○ Via the school newsletter to parents</li> <li>○ Via the school newsletter to those with a disability</li> <li>○ Via the school newsletter to children and young people with impairments</li> </ul> </li> <li>• Chair of Governors</li> <li>• Elected members</li> <li>• Children's centres</li> <li>• Pre-school providers</li> <li>• Dioceses</li> <li>• Partner agencies e.g. Parents Voice IW</li> <li>• Other professionals e.g. Parent Partnership, recognised trade union</li> <li>• Local charities who work with disabled young children</li> </ul>
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<b>Approval Date:</b>	April 2015
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## Contents

<b>Item</b>	<b>Page</b>
1. Document Information	2
2. Contents	3
3. Introduction	4
4. What is the Local Offer	4
5. How we can help	5
6. Guidelines	6
7. Views of those consulted during the development	16
8. Making it happen	18
9. Reviewing the Local Offer Guidelines	18

## 1. Introduction

The Local Offer is designed to respond to concerns from parents and others that they find it hard to access information about what support is available for children and young people with Special Educational Needs and Disabilities (SEND).

The Local Offer has two key purposes:

- a) *To provide clear, comprehensive and accessible information about the provision available; and*
- b) *To make provision more responsive to local needs and aspirations by directly involving children and young people with SEND, parent carers, and service providers in its development and review.*

## 2. What is the Local Offer?

The Local Offer is published as part of the SEND reforms under the Children and Families Bill.

### Act and Supporting Documents *(Last updated March 2015)*

Act, Regulations and Code of Practice			
<a href="#">Children and Families Act 2014 (Section 30 – Local Offer)</a>	<a href="#">Special Educational Needs and Disability (SEND) Regulations 2014</a>	<a href="#">Information on the Local Offer is contained in the updated SEND Code of Practice (January 2015)</a>	<a href="#">Updated SEND Transitional Guidance(March 2015)</a>

#### The Local Offer will:

- Give you information about education, health and care services
- Give you information about leisure activities and support groups
- Hold all the information in one place
- Be clear, comprehensive and accessible
- Make service provision more responsive to local needs and aspirations
- Be developed and reviewed with service providers and service users

## 3. Who is it for?

#### The Local Offer is for:

- Children and young people with SEN and/or disabilities (SEND)
- Children and young people from birth to 25 years
- Their parents and carers
- Practitioners and professionals

## 4. How We Can Help

The Isle of Wight Special Educational Need and Disabilities (SEND) Local Offer has been written as a practical guide that gives details of the public services that are available within the area, covering:

- Education: e.g. nurseries, playgroups, schools and colleges as well as support services like educational psychologists, early years SEND and targeted support
- Health: e.g. GPs, school nurses, health visitors, paediatricians, school and therapists
- Social care: e.g. respite services and children's disability services.

It should also enable you to find out what support and services are available in the voluntary and private sectors, for example from charities and disability groups, nurseries, youth clubs etc, both in your immediate area and across the island.

Leisure time is something we all value and the IW Local Offer aims to highlight opportunities for children and young people who have Special Educational Needs and Disabilities (SEND) to engage in a broad range of activities, from cinema screenings for children with specific needs, to evening clubs like Cubs/Scouts or Brownies to short breaks and specific events offered during the school holidays. Additional information will be available for young adults.

The Local Offer is intended to help you make informed choices about things that are important to you, such as:

- Options on where to live
- Transport
- Social activities
- Options after Yr. 11 - continuing your education, apprenticeships, supported employment etc.
- Making the transition from services provided for children to those for adults

The IW Local Offer is intended to be much more than just a directory. Its aim is to help you find the material that you are looking for or to sign post you to somebody who can provide you with additional information or answer any questions that you might have.

It is also a resource that individuals, groups or organisations can draw on in the work that they do in supporting children, young people and their families, by highlighting other advice, resources, or services that may be accessed.

Most importantly the Local Offer is intended for you and will be shaped by you. If you have comments or feedback you want to give us on what is or is not included then please [click here](#) to send us a message.

As well as telling us how we can improve the content of the SEND Local Offer, we also want to know how easy you find the site to navigate and search for what you like, and what you are not so keen on? You can do this by using the star rating feedback facility on each page. This

enables you to provide comments and feedback on specific services and provision that you or your family have accessed. This Local Offer will evolve and develop over time and we want to make sure we do not lose the elements that work for you and improve it so it becomes more and more helpful for parents and carers.

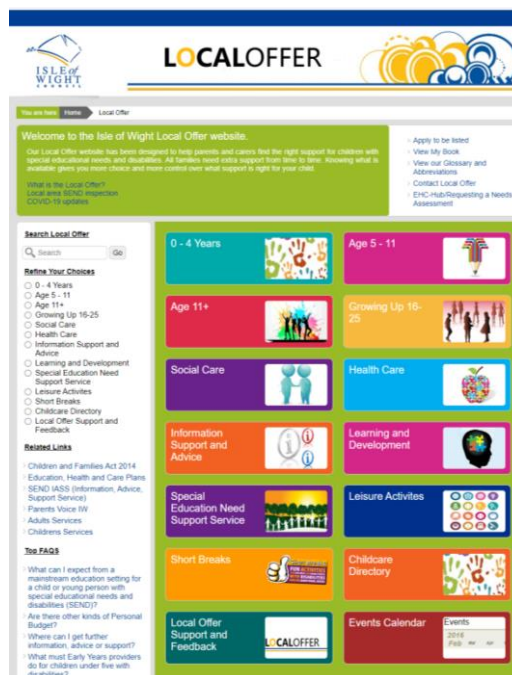
## 5. Guidelines

To help you use the IW Local Offer site and get the best out of it we have provided these guidelines which we hope you will find useful.

### a) Getting started

Local Offer site can be found by using any search engine i.e. Google. By entering “Isle of Wight Local Offer” this will take you to the opening page [www.iwight.com/localoffer](http://www.iwight.com/localoffer)

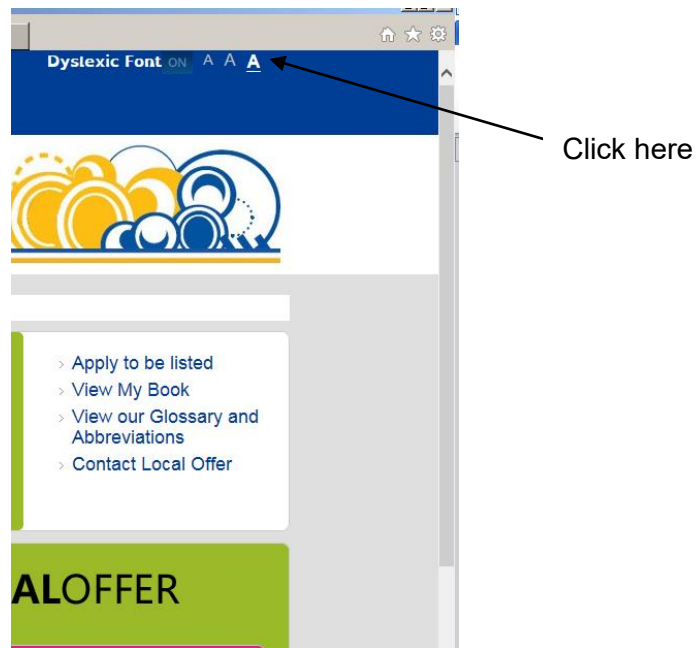
The opening page will look like this:



### b) Supporting your needs

#### Altering the font size

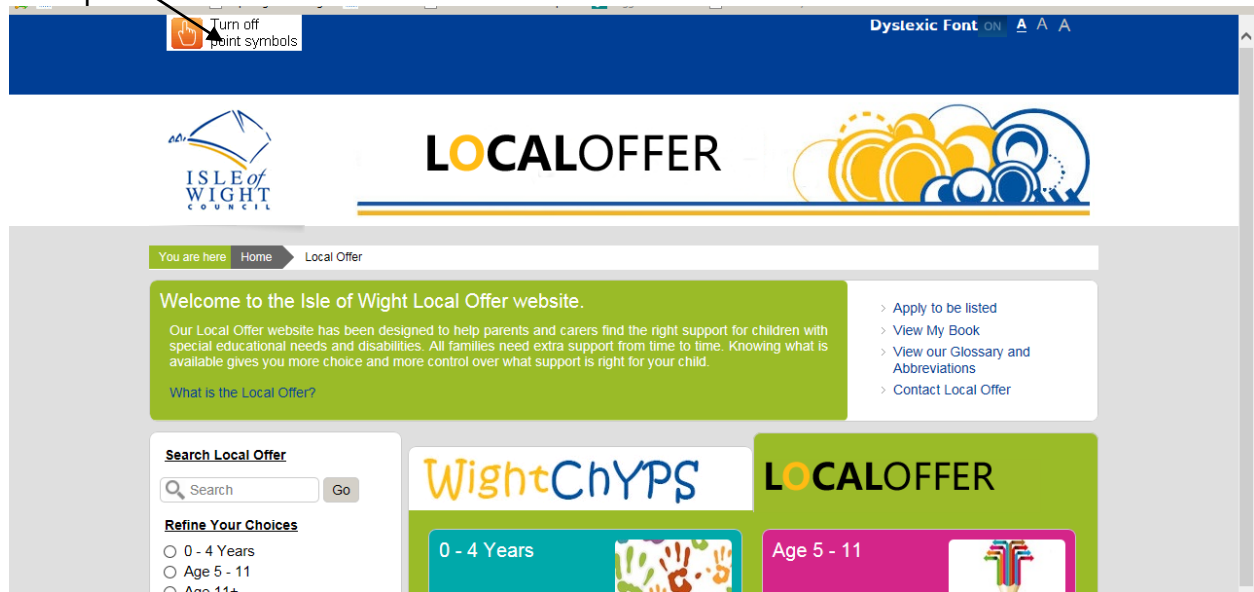
The font size can be quickly and easily altered by moving the cursor over the AAA symbols on the top right of the screen:



### Symbols

If you require the words to be converted to symbols make sure the “Turn on point symbols” icon is on, then hold the cursor over a word this will automatically bring up the appropriate symbol. To stop using this function move the cursor away from the word or turn off point symbols

Example:



### Dyslexic Font

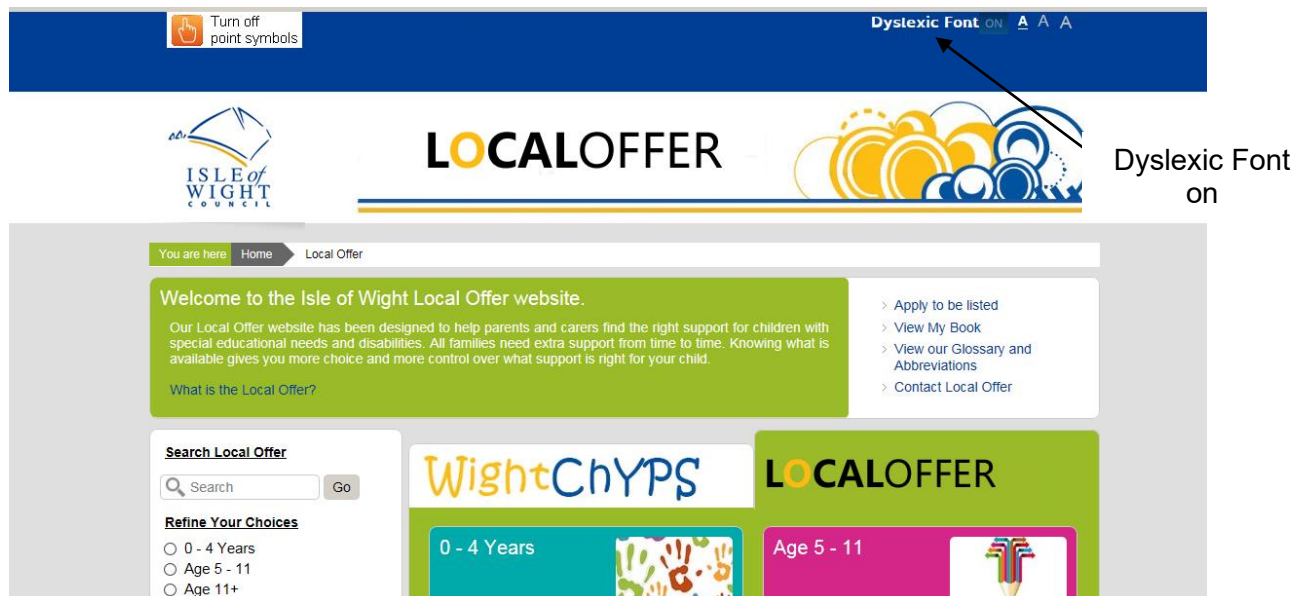
There is an icon at the top of each page which enables you to convert the font into an easy read format if you are suffering from dyslexia. This font can be turned off or on as required by clicking on the icon The icon looks like this:

Dyslexic Font  
off

When activated the font changes as the example below:



When activated the font changes as the example below:





## Hear text read aloud with Narrator

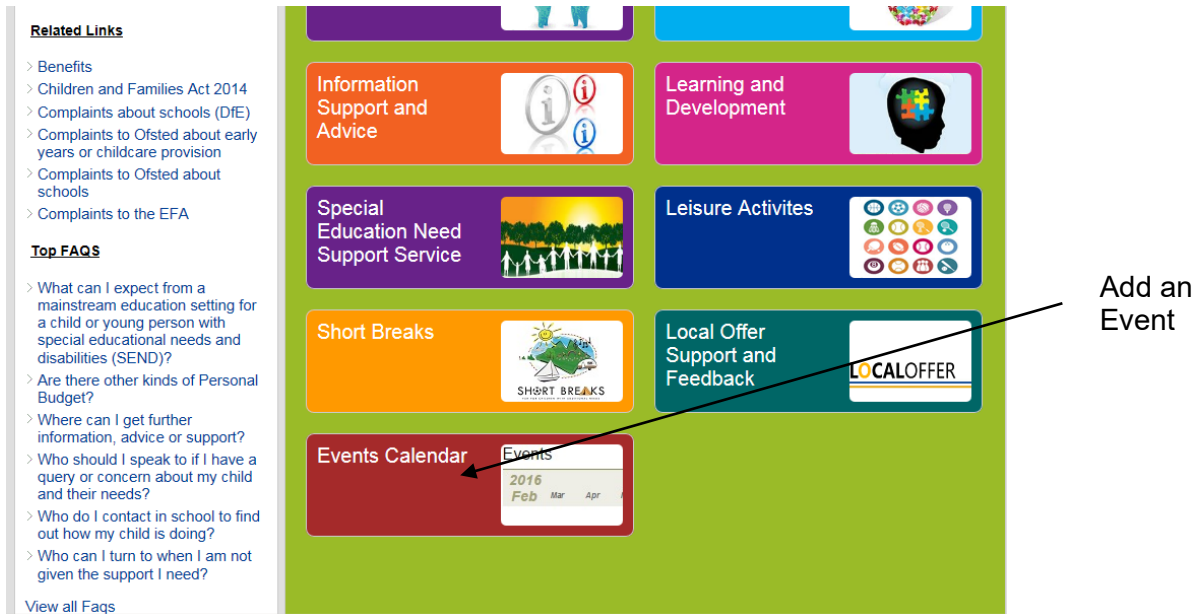
Narrator reads text on your PC screen aloud and describes events, such as notifications or calendar appointments, so you can use your PC without a display.

To start or stop Narrator, press the **Windows logo key** + **Ctrl** + **Enter**. To see all Narrator commands, press **Caps Lock** + **F1** after you open Narrator. If your device has a touchscreen, tap it three times with four fingers.

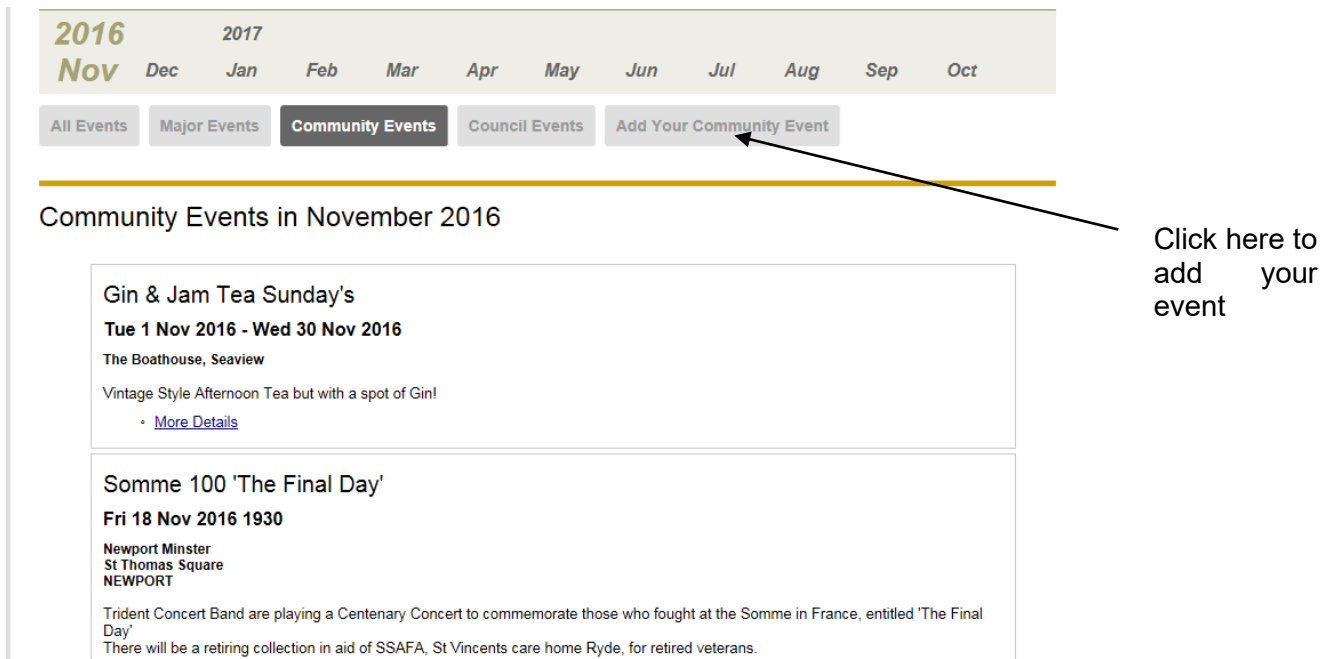
For more information [Click here](#)

## Events Calendar

The events calendar allows anyone to add an event to the councils calendar this includes outside bodies. The events are added via the “Community Events” section and will need the user to create an account and can be found here:

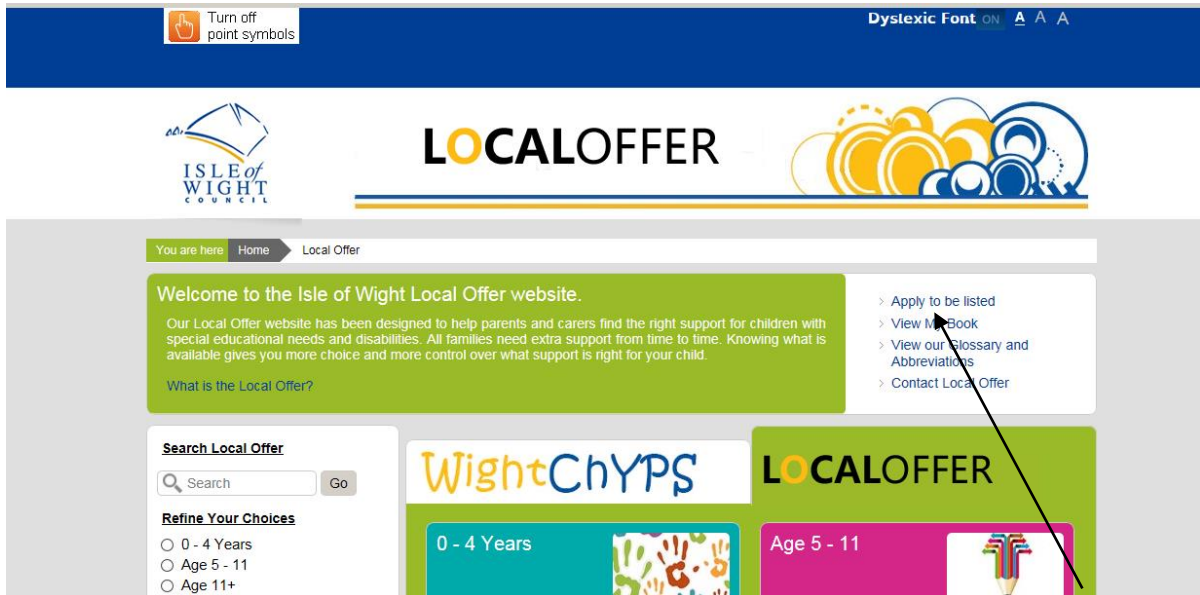


When you click on the “Events Calendar” you will see a screen as below, to add an event click on “Add Your Community Event” this will take you to your account or allow you to create one.



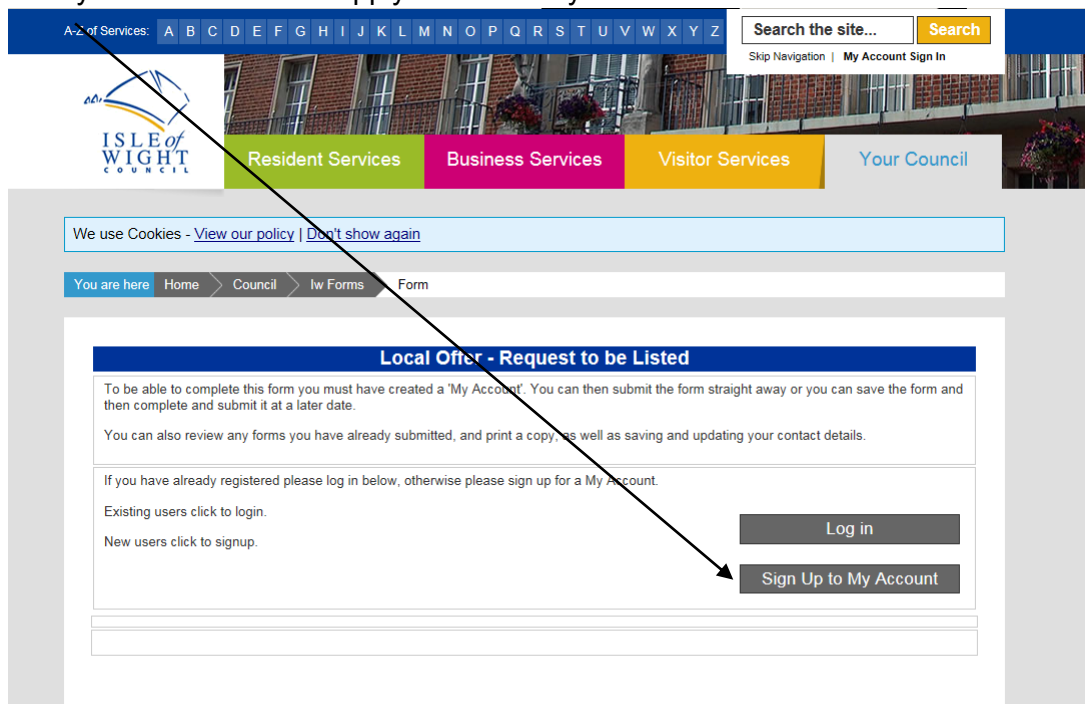
### Add a Service

The Local Offer contains a number of local and national providers that offer services to young people. This allows you to add your service. Once your service is listed you can then add/modify as appropriate and include your logo. You will need to log onto our system and create an account as follows:




Click here to apply to be listed.

Once you have clicked to apply to be listed you will then need to create an account by clicking here.



A-Z of Services: [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#)   [Skip Navigation](#) | [My Account Sign In](#)



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[You are here](#) [Home](#) [Council](#) [My Account](#) [Signup](#)

## Sign Up to My Account

To best configure your MyAccount Experience it's important to identify your customer type.  
**Please select one of the following options:**

Type of account  Individual  On behalf of a Business

**Already Registered?**  
[Click here to login](#)  
[Click here to reset your password](#)

[Frequently Asked Questions](#)  
[MyAccount User Guide](#)

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[You are here](#) [Home](#) [Council](#) [My Account](#) [Signup](#)

## Sign Up to My Account

From this page you can sign up to My Account which will allow you to personalise your visit to the website and also deal with the Council directly if you wish to.

If you have used 'My Account' before [click here to login](#)

Enter Your Personal Details	
Forename	<input type="text"/>
Middle Name(s)	<input type="text"/>
Surname	<input type="text"/>
Island Resident	<input type="checkbox"/>
House Name / Number	<input type="text"/>
Post Code	<input type="text"/>
E-Mail	<input type="text"/>
Confirm E-Mail	<input type="text"/>
An activation email will be sent to the above address to confirm your email account Please read the <a href="#">Terms and conditions</a>	
Have read and accept the terms and conditions	<input type="radio"/> Yes <input type="radio"/> No
<input type="button" value="Continue Registration"/>	

[Frequently Asked Questions](#)

Complete the registration form and continue to the next step.

A-Z of Services: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Search the site... Search

Skip Navigation | My Account Sign In

ISLE of WIGHT COUNCIL

Resident Services Business Services Visitor Services Your Council

You are here Home Council My Account Signup

### Sign Up to My Account

Enter Your Address

Manual Address

Building Number / Name	<input type="text"/>
Street Name	<input type="text"/>
Town	<input type="text"/>
County	<input type="text"/>
Country	<input type="text"/>
Postcode	<input type="text"/>

Continue Cancel

[Frequently Asked Questions](#)  
[MyAccount User Guide](#)

Add your details to the registration form and click continue.

WIGHT COUNCIL

Resident Services Business Services Visitor Services Your Council

You are here Home Council My Account Signup

### Sign Up to My Account

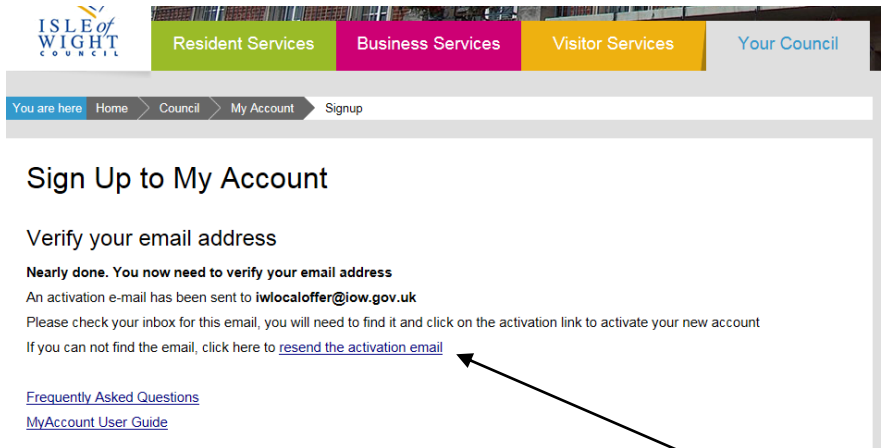
From this page you can sign up to My Account which will allow you to personalise your visit to the website and also deal with the Council directly if you wish to.

If you have used 'My Account' before [click here to login](#)

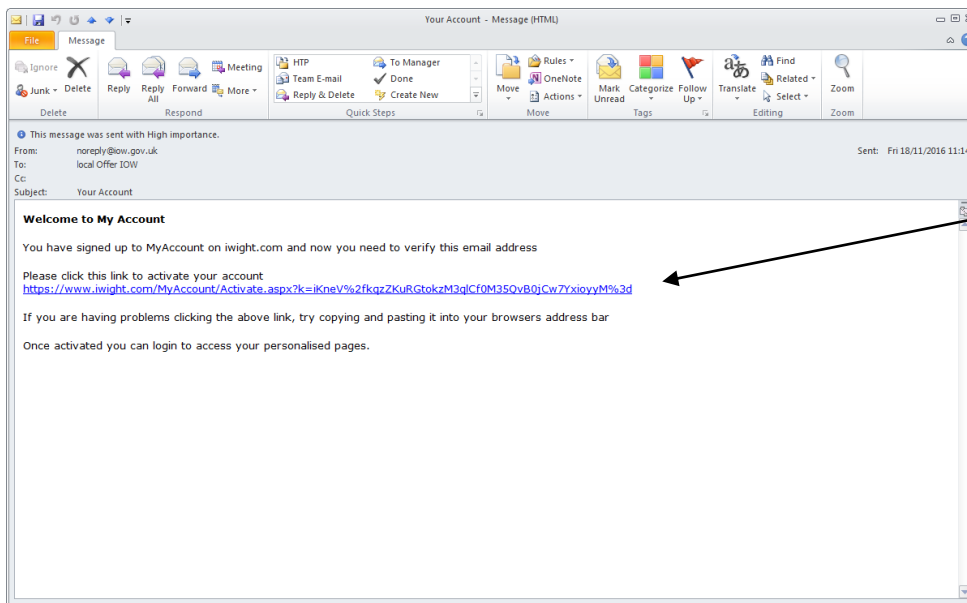
Enter Your Personal Details	
Forename	<input type="text" value="Local Offer"/>
Middle Name(s)	<input type="text"/>
Surname	<input type="text" value="Local Offer"/>
Island Resident	<input type="checkbox"/>
	Thompson House Sandy Lane , PO30 3NA <a href="#">Change Address</a>
E-Mail	<input type="text" value="iwlocaloffer@iow.gov.uk"/>
Confirm E-Mail	<input type="text" value="iwlocaloffer@iow.gov.uk"/>
An activation email will be sent to the above address to confirm your email account	
Enter your login password	
Password	<input type="password"/>
Confirm Password	<input type="password"/>
Please read the <a href="#">Terms and conditions</a>	
Have read and accept the terms and conditions	<input checked="" type="radio"/> Yes <input type="radio"/> No

Continue Registration

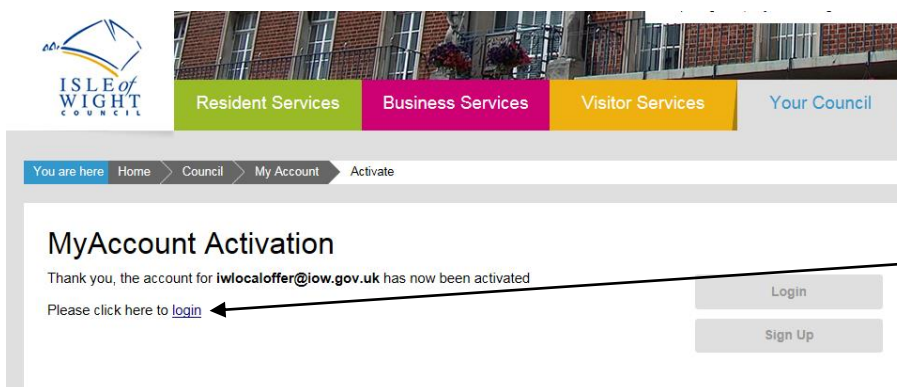
[Frequently Asked Questions](#)  
[MyAccount User Guide](#)



Once the registration from has been completed you will need to verify your email address, an email will be sent to the email address you have supplied during the registration process. If you cannot find the email, please click here to resend the activation email.



Click here and follow the link to verify your account.



Once your account has been activated click here to log on.

**Local Offer - Request to be Listed**

**Your name and contact details**

Please note: these details are not displayed to the public

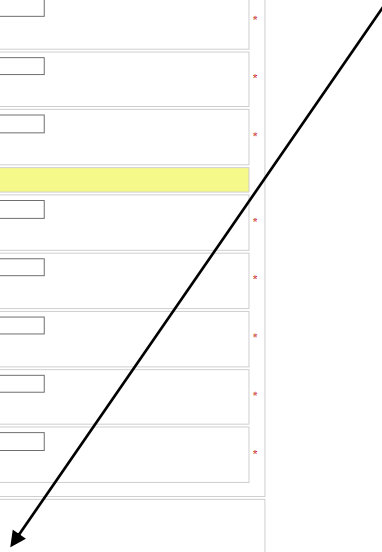
Contact - Full Name	<input type="text" value="Local Offer"/>
Telephone	<input type="text"/>
Email	<input type="text" value="iwlocaloffer@iow.gov.uk"/>

**Your Address**

House Name	<input type="text" value="Thompson House"/>
Street	<input type="text" value="Sandy Lane"/>
Town	<input type="text"/>
County	<input type="text"/>
Postcode	<input type="text" value="PO30 3NA"/>

Please Save your form data regularly  
Page 2 of 8

Add your contact details and then click next.



You are here > Home > Council > Iwforms > Form

**Local Offer - Request to be Listed**

**Service Details**

The Information below will be displayed on our Local Offer website, if approved

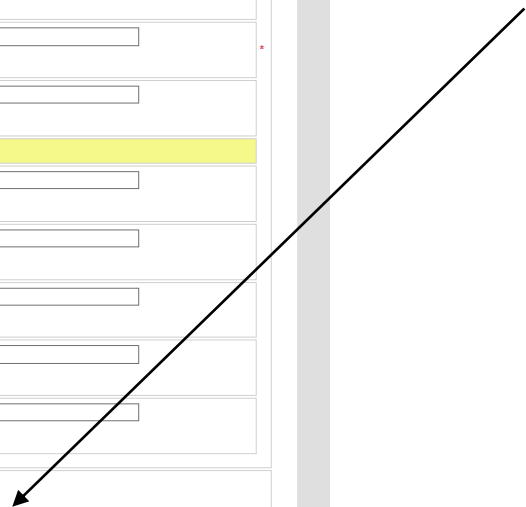
Service Contact Name	<input type="text"/>
Contact Telephone	<input type="text"/>
Contact Email	<input type="text"/>
Website Address, or FaceBook link	<input type="text"/>

**Service Address**

House Name or Number	<input type="text"/>
Street	<input type="text"/>
Town	<input type="text"/>
County	<input type="text"/>
Postcode	<input type="text"/>

Please Save your form data regularly  
Page 3 of 8

Add the details of the service you wish to be listed. The information you enter on this page **will** appear on the Local Offer then click next.



ISLE OF WIGHT COUNCIL

Resident Services Business Services Visitor Services Your Council

You are here Home Council Iwforms Form

### Local Offer - Request to be Listed

**Service Details**

The Service Title/Name is used as the title of the listed service

Service Title/Name

The Short Overview of your service will be displayed as the first few lines on your web entry and is only displayed in lists i.e. a summary paragraph and should provide an overview of your service/organisation (200 chars max)

Short Overview of your service

The Full Description is the main description displayed to your customers, including details for support for young people with additional needs/facilities It can also contain links to other websites if appropriate (4000 chars max)

You can either enter your description as plain text, or upload a formatted description as a PDF file

How would you like to provide the description

Enter plain text into a text box

Upload formatted text as a PDF file

Please Save your form data regularly  
Page 4 of 8

Save << Previous Next >>

Add the name of your listing and a short overview of your service. You can also upload plain text into a box by clicking here.

Formatted text can also be uploaded as a PDF by clicking here.



Local Offer - Request to be Listed	
<p>Does your service have any of the following support for young people with additional needs/requirements Please tick as appropriate (not displayed on the website)</p>	
<p>Accessibility to your service</p>	<input type="checkbox"/> Communication Aids/symbols <input type="checkbox"/> Hearing Loop <input type="checkbox"/> Disabled Access <input type="checkbox"/> Accessible toilets <input type="checkbox"/> SEN trained/experienced staff <input type="checkbox"/> Lift Access
<p>All Age Ranges</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Are there oodl involved</p>	<input type="radio"/> Yes <input type="radio"/> No
<p><b>Opening Hours</b></p> <p>If your organisation has varied hours please include this in your description The standard format which should be used is: Hours and Minutes</p> <ul style="list-style-type: none"> <li>Use the 12 hour clock with minutes (even if 0) but no leading zero for the hours</li> <li>A full stop should be used to separate the hour and minutes</li> <li>am and pm should not be separated from the time</li> <li>Midday is pm i.e. 12.00pm</li> <li>Should the need for midnight arise, best practice is to avoid the use of 12.00am, and to use the minutes either side i.e. 7.00pm - 11.55pm or 0.01am - 4.00am</li> <li>Separators, use space dash space (as shown above)</li> </ul>	
<p>Open Monday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Open Tuesday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Open Wednesday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Open Thursday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Open Friday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Open Saturday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Open Sunday</p>	<input type="radio"/> Yes <input type="radio"/> No
<p>Please select the preferred sections you would like your service to appear under. Your chosen sections may be changed as part of the mediated process</p>	
<p>Sections</p>	<input type="checkbox"/> 0 - 4 Years <input type="checkbox"/> Age 5 - 11 <input type="checkbox"/> Age 11+ <input type="checkbox"/> <del>Grade 11+16-25</del> <input type="checkbox"/> Social Care <input type="checkbox"/> Health Care <input type="checkbox"/> Information Support and Advice <input type="checkbox"/> Learning and Development <input type="checkbox"/> Special Education Need Support Service <input type="checkbox"/> Leisure Activities <input type="checkbox"/> Local Offer Support and Feedback <input type="checkbox"/> Short Breaks

Please click on all of the boxes that apply to your service.

To add the opening times of your service please click here.

By clicking in these boxes you can choose which sections you would like your service to appear in.

This section allows you to upload the logo of your service. Click here and then click next

If you wish to receive the information on the screen via email please click here.

If you wish your non-sensitive information to be held by the Isle of Wight council please click here.

Click next to continue

You are here Home Council Iwforms Form

### Local Offer - Request to be Listed

**Submitting your form**

Now you should submit your form by pressing the submit button below

Your reference number will be provided once submitted  
The submission date will set when submitted

Reference Number	NOT SUBMITTED YET
Date Of Submission	NOT SUBMITTED YET

Please Save your form data regularly  
Page 8 of 8

[Save](#) [<< Previous](#) [Next >>](#) [Submit](#)

To submit your application for a service to be listed on the Local Offer Click here

You are here Home Council Iwforms Formsubmitted


## Thank you for submitting your form online


For all communications regarding this form please quote the following reference information

Form Name:	Local Offer - Request to be Listed
Reference number:	iw16/11/25714
Date of submission:	18 Nov 2016

**Your form has been submitted successfully**

You can track the progress of you submission using the myLocalOfferServices application [here](#)

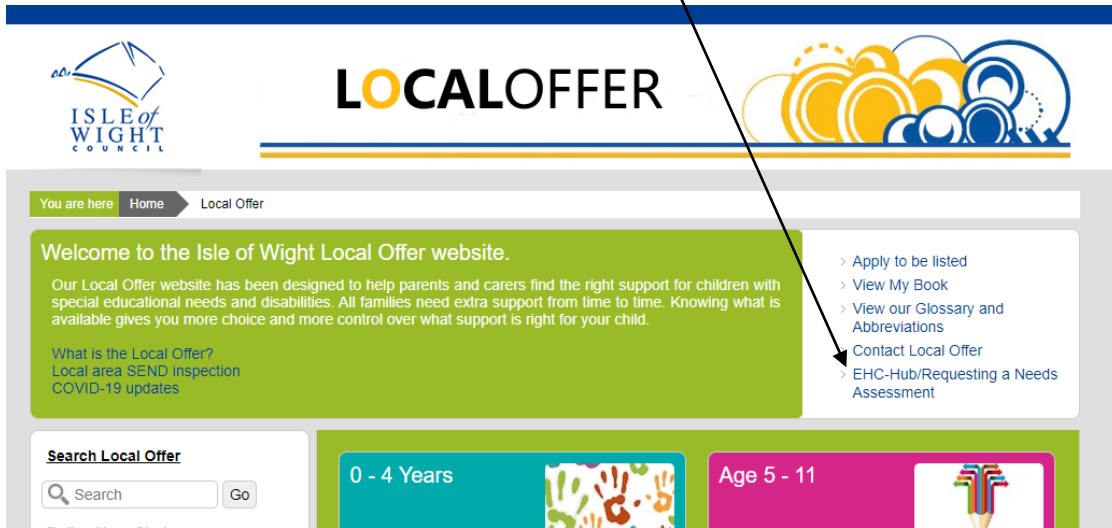
 [Save or print this form as a htm file](#)

 [Save or print this form as a pdf file](#)

This page will appear once your application has been successfully submitted.

You can view your application by clicking here.

### Apply for an EHC Needs Assessment via the EHC Hub



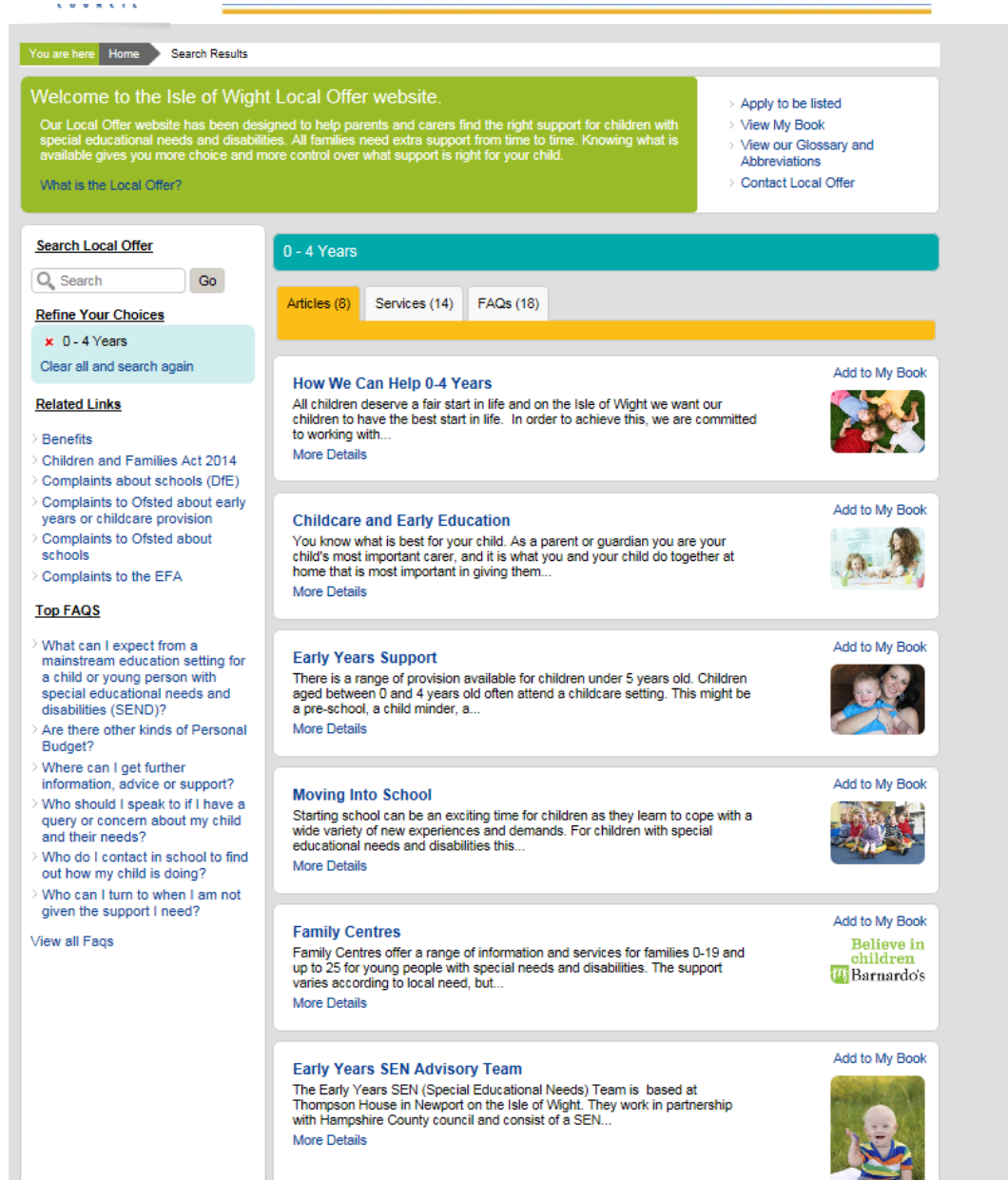
### Local Offer and the Family Information Zone (FIZ) Facebook page

The Local Offer and Fiz Facebook page can be view by selecting the Facebook icon



## Selecting the information you require

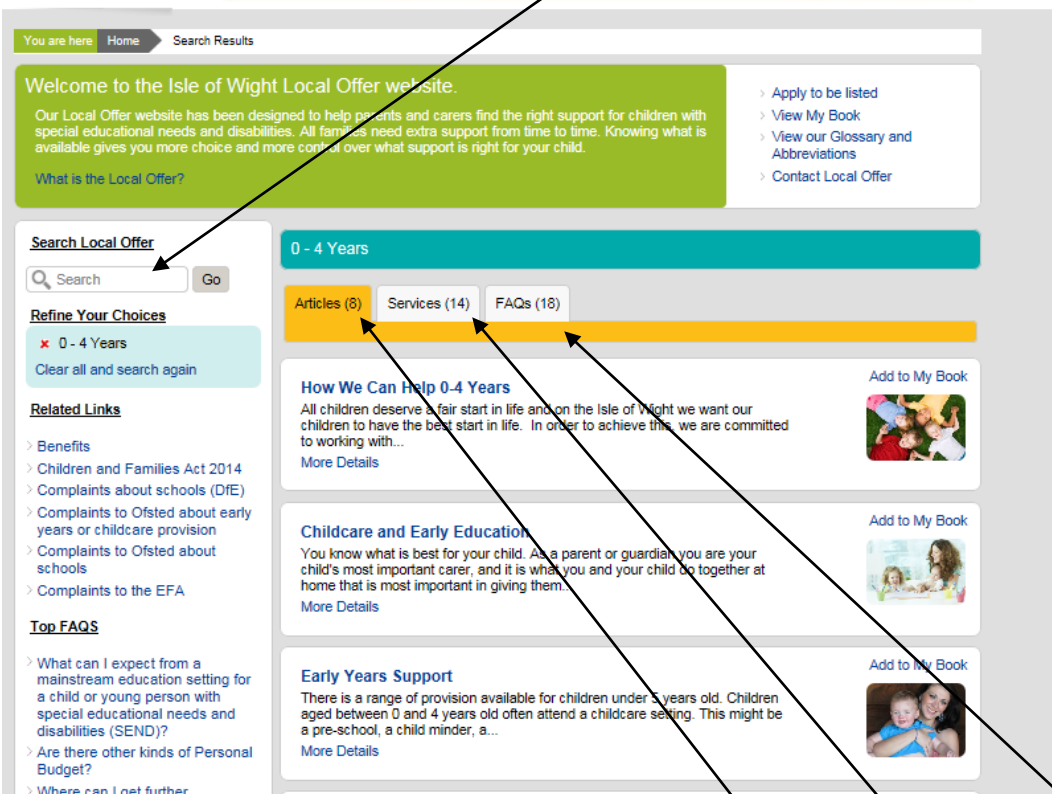
The Local Offer has a menu bar down the left hand side. You can choose an area by clicking on the title i.e. 0-4 Years. This will take you to this area and you will see a screen like this:



The screenshot shows the '0-4 Years' section of the Isle of Wight Local Offer website. The page has a green header with 'Welcome to the Isle of Wight Local Offer website.' and a search bar. Below the header, there are navigation links for 'Apply to be listed', 'View My Book', 'View our Glossary and Abbreviations', and 'Contact Local Offer'. The main content area is titled '0 - 4 Years' and features a search bar, a 'Refine Your Choices' section with '0 - 4 Years' selected, and a 'Related Links' section. The main content area is divided into several sections, each with a title, a brief description, and a 'More Details' link. Each section also has an 'Add to My Book' button and a small image. The sections are: 'How We Can Help 0-4 Years', 'Childcare and Early Education', 'Early Years Support', 'Moving Into School', 'Family Centres', and 'Early Years SEN Advisory Team'. The 'Family Centres' section includes a logo for 'Believe in children Barnardo's'.

You can refine the search within this area if you need to as this area contains a number of **Articles**, **Service** listings and **Frequently Asked Questions** by using the “Search Local Offer” box i.e. by entering the word “Childcare” you will get a number articles which contain information on Childcare e.g.

Here



All pages within the Local Offer contain TABs that contain **Articles**, **Services** and **Frequently Asked Questions**

**Articles** – these areas provide detailed information about the category or service area e.g.

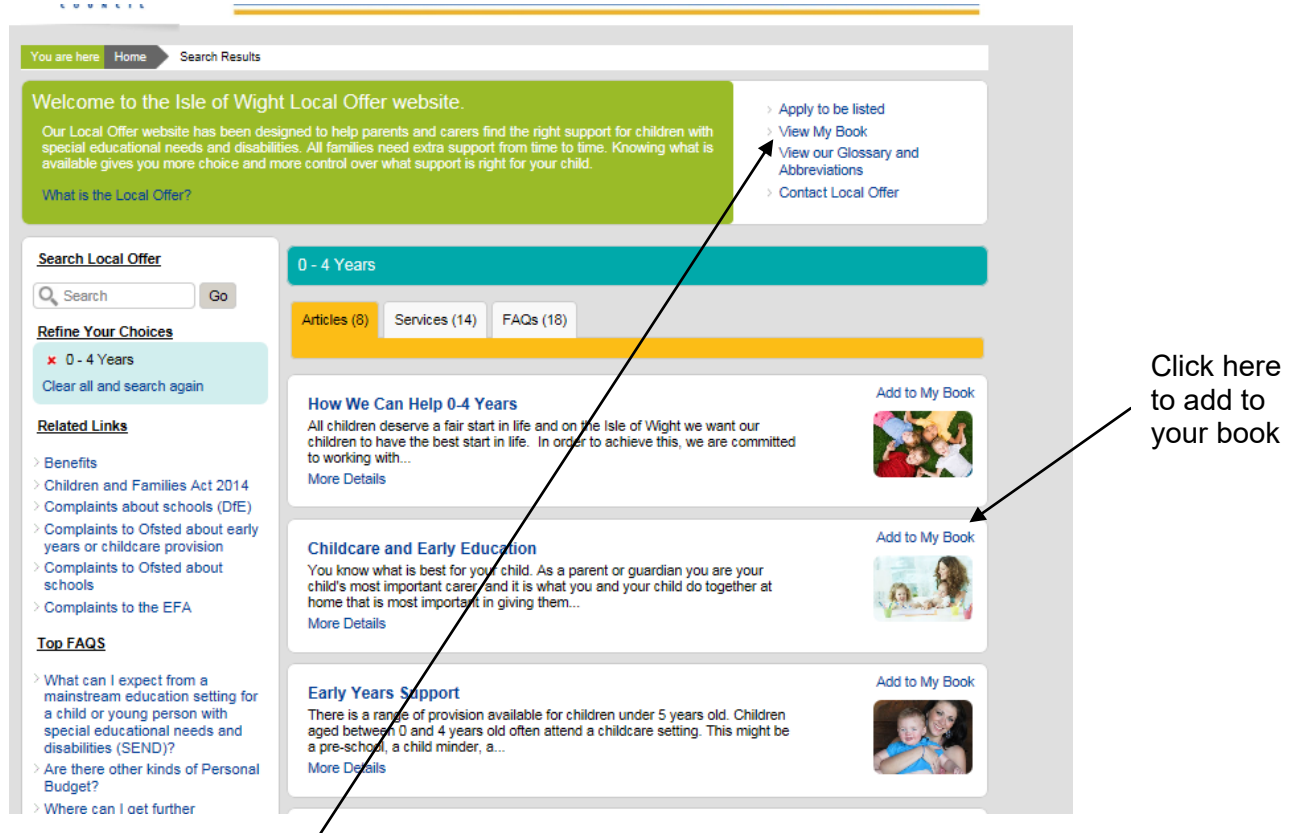
- 0-4 Years,
- Age 5-11
- Age 11+
- Growing up 16-25
- Social Care
- Health Care
- Information Support and Advice
- Learning and Development
- Special Education Need Support Service
- Leisure Activities

**Services** – these provide website links which support the Articles within the category. You can add your own service if required and more information about this can be found in section “b”

**FAQ (Frequently Asked Questions)** – These provide common questions and answers to the Articles within the category or service area and are constantly being added to.

### c) Creating your book

You can create a personalised book of Articles and Directory listings. This is an easy process by clicking on the “Add to My Book” links. The Articles and Directory links stay in your book for about one year.



The screenshot shows the 'Search Results' page for '0 - 4 Years'. On the left, there is a search bar and a list of 'Related Links' and 'Top FAQs'. The main content area displays three article cards: 'How We Can Help 0-4 Years', 'Childcare and Early Education', and 'Early Years Support'. Each card includes a brief description, a 'More Details' link, and an 'Add to My Book' button. A separate box in the top right corner contains links for 'Apply to be listed', 'View My Book', 'View our Glossary and Abbreviations', and 'Contact Local Offer'. An arrow points from the text 'Click here to add to your book' to the 'Add to My Book' button on the first article card.

To view your book click on the link

When you use the “View My Book” link you will see the Directory/Articles that you have saved. Here you can rearrange the order, delete items or print out the book.



Click here to convert your book to a pdf file. This will allow you to print, save and send to others

Here you can delete articles/services or rearrange your book

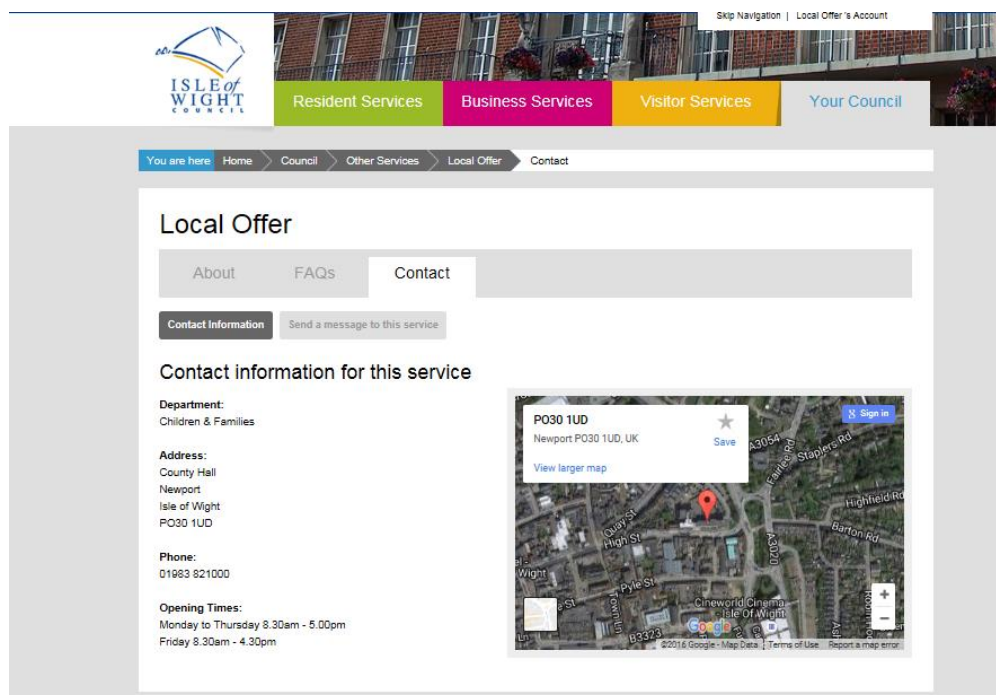
#### d) Contacting us

You may wish to contact us about a service or about the Local Offer this can be done by using the “Contact Local Offer” link which appears on the top right of the Local Offer on every page.

Click here



Once you have done this you will see the page below:



Here you will be able to contact us, send a message, make a complaint or a compliment, and submit a freedom of information request by using the TAB bars.

**e) Rating a page and feeding back your comments**

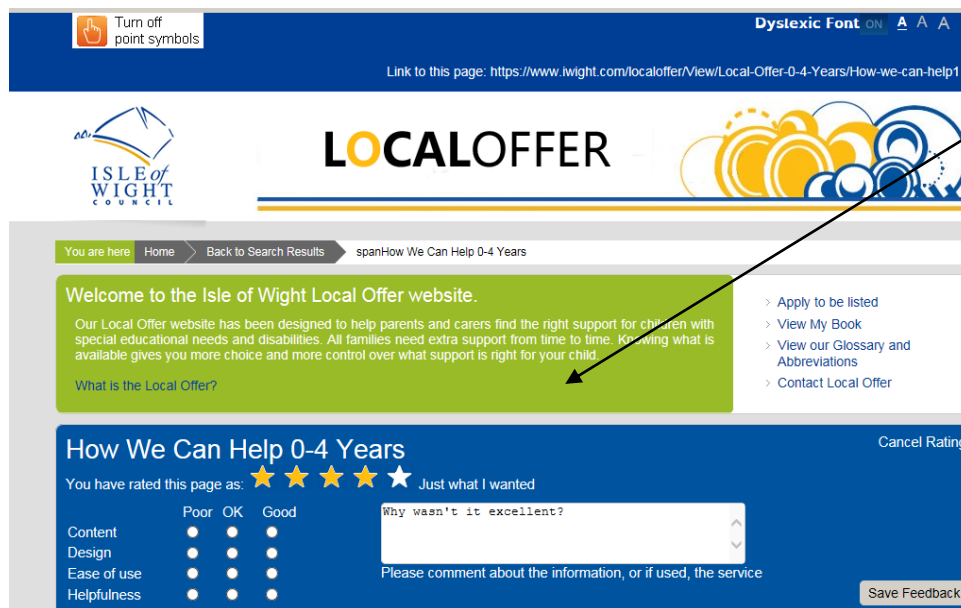
The Local Offer allows you to rate a page, or if used, the service. We value your feedback and operate a “you said we did” attitude. The Local Offer has been modified several times since its launch on September 1<sup>st</sup> 2015 from feedback from parents, children and young people.

To rate a page you will need to go to an **Article or Services** listing. As an example go to the “How We Can Help 0-4 Years” article. This will show you the average rating for this page:

Average star rating for this page

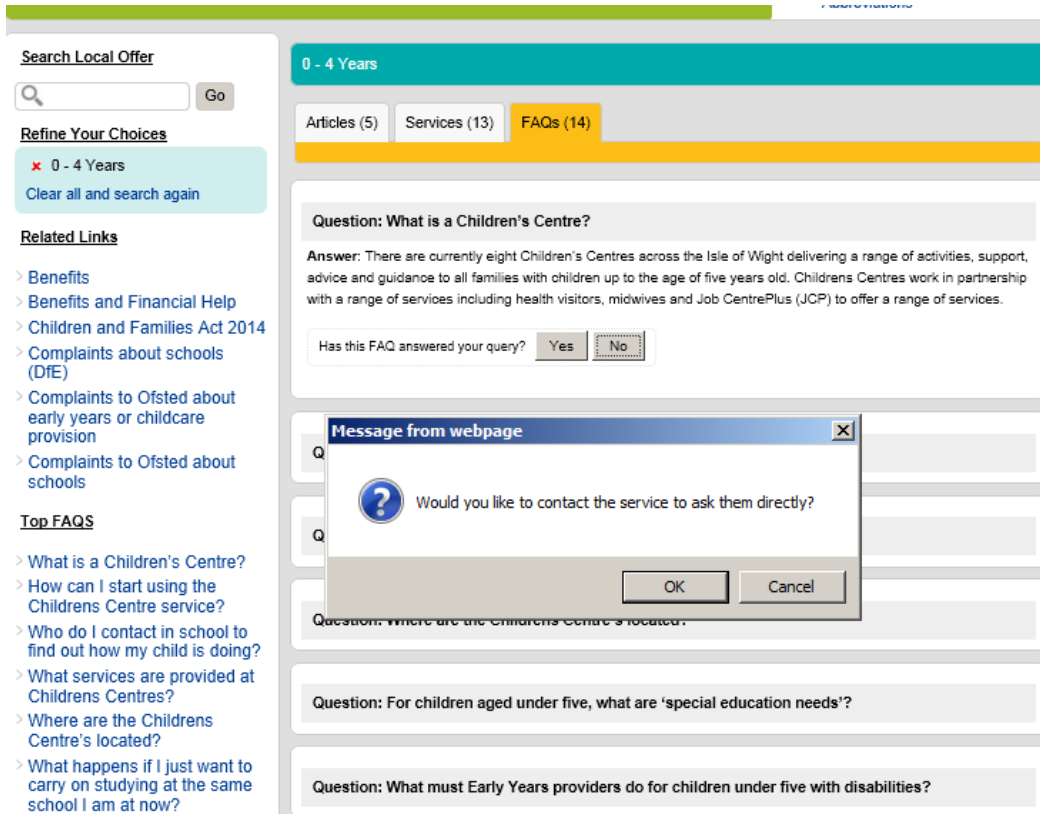


Click on the stars to open the star rating for this page:



Here you can adjust your star rating, comment on the content, design, ease of use and helpfulness of the article or directory page. You can also leave feedback about how informative the page is or feedback on the service. If you go into this area by accident just click on the “Cancel Rating” link

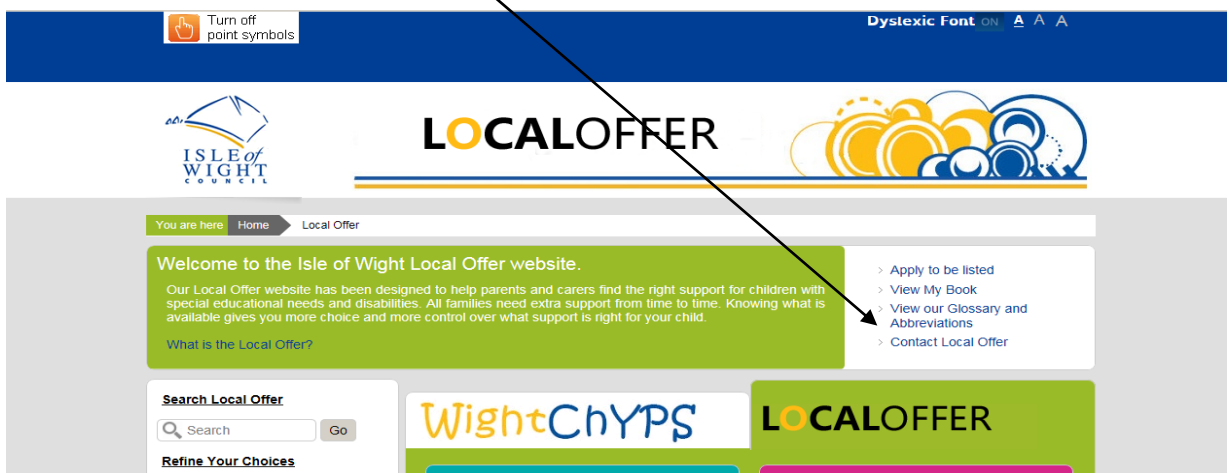
For the frequently asked questions (FAQs) there is a similar process which asks if the FAQ has answered your query. If you select NO you will be asked if you wish to contact the service to ask them directly e.g.



**f) Using the Glossary and Abbreviations**

To help young people/parents/carers to understand some of the language and terms used within the area of special educational needs and disability there is a glossary with commonly used abbreviations with an explanation.

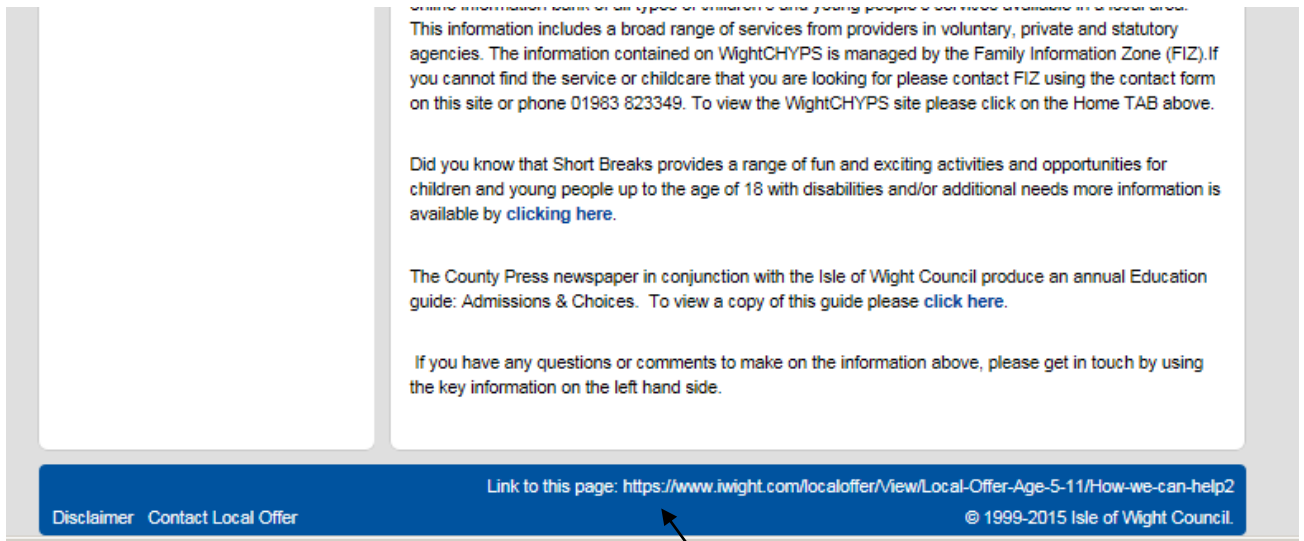
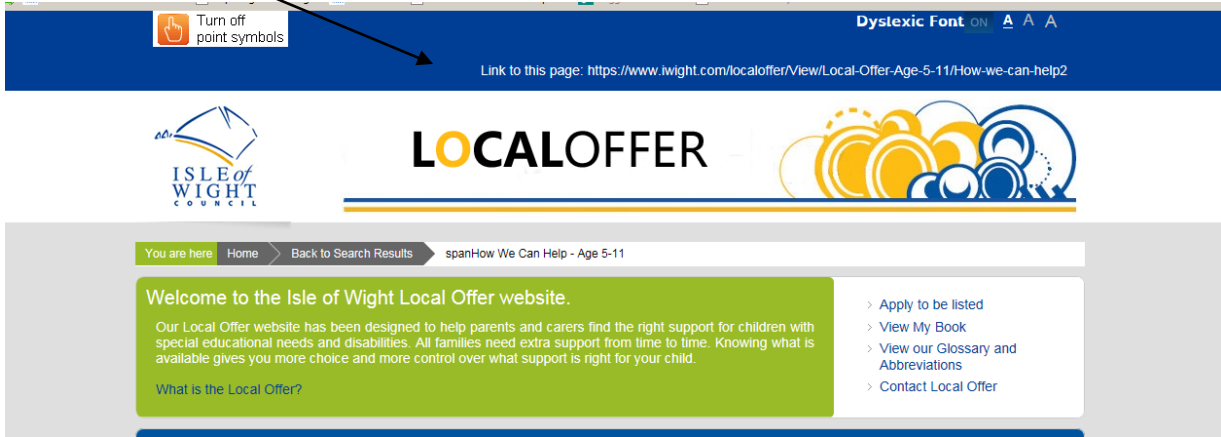
To access the glossary click here



**g) Web links**

Each page of the Local Offer has its own unique address. The address of the page can be seen at the top and bottom of the page. Examples are below:

Here



Or at the bottom of the page here.

## 6. Views of those consulted during the development of the Local Offer

The Local Offer was developed initially in draft format and was shared with a range of stakeholders. A link to the draft website and screen shots were made available to the groups listed below and the views collected helped to shape revisions to the Local Offer.

- Schools including parents
  - Via the school newsletter to parents
  - Via the school newsletter to those with a disability
  - Via the school newsletter to children and young people with impairments
- Chair of Governors
- Elected members
- Children's centres
- Pre-school providers
- Dioceses
- Partner agencies e.g. Parents Voice IW
- Other professionals e.g. Parent Partnership, recognised trade union
- Local charities who work with disabled young children
- FIZ, Short Breaks and Young Inspector

Feedback from these groups have resulted in a number of changes resulting in the current Local Offer

### Consultation feedback

The following questions were asked as part of the consultation:

Q1. Does the Local Offer cover all aspects of the SEND code of practice?

Q2. Are there any areas that need further emphasis?

Q3. Are there any areas that need to be corrected / modified?

Q4. Any other comments/suggestions/feedback

As a result of feedback from consultation based on the four questions, more emphasis has been placed on:

Feedback received:

- Integration of the WightChYPS search onto the homepage of the Local Offer. This provides direct access to search services held in WightChYPS and supports some of those 'guided searches' whereby you filter on age group / need.
- Rate a Page & feedback. This gives the ability to rate the content of the page and send a message that will come back in to ensure feedback is received about the content.
- Remove 'Top Tips' content and instead add in the ability to 'Make a Book' - i.e. saving personal favourite pages from feedback of the Local Offer workstream.
- As part of the integration of the WightChYPS it provides an opportunity to address the concerns on font size etc.
- Images added to the majority of web pages providing a better layout
- Listen (Audio) button included on the Local Offer website to allow an audio version if needed this still needs to be reviewed as to its position on the web pages
- Symbol version of Local Offer agreed and up and running

## Feedback documents:

### *Local Documents:*

- [Coproducton with Parents, Children and Young People - SEND Reforms](#)
- [Scoping Paper - April 2014](#)
- [Engagement Action Plan](#)
- [Interim Briefing Paper - March 2015](#)
- [Parents Voice IW - Local Offer 12th June 2014](#)
- [Young Inspector Report - Local Offer Nov 2014](#)
- [PowerPoint Presentation by Young Inspectors on LO,EHCP,PB](#)
- ["You said we did" presentation to Young Inspectors April 2015](#)
- [Young Inspector Report - EHCP](#)
- [Local Offer Survey](#)
- [Local Offer Survey Guidelines](#)
- [Local Offer Survey - interim results 13 April 2014](#)
- [Local Offer: Areas to improve, what worked well](#)
- [Lessons Learned - Local Offer](#)
- [Check it out Web site/APP paper CCG Agreed April 2015](#)
- [SE 7 Self Evaluation of the Local Offer January 2015](#)

### *National Documents:*

- 3rd December 2014 - IoW Young Inspectors referenced in an Edward Timpson speech that the minster gave to an FE audience:  
[https://www.gov.uk/government/speeches/edward-timpson-supporting-send-students-in-further-education?utm\\_source](https://www.gov.uk/government/speeches/edward-timpson-supporting-send-students-in-further-education?utm_source)
- [March 2015 – Selection of interesting examples of good practice from Local Offers across England – Mott MacDonald \(Pages 9 and 13\)](#)
- [SEND Pathfinder Information Pack V6 March 2015 - Mott MacDonald \(Page 7\)](#)

The Local Offer Work stream continues to monitor and evaluate all the feedback around the Local Offer and meets on a monthly basis This group is made up of the following:

Andrew Briggs, Commissioning and Finance Manager – SEND reforms post 16 – IW Council  
 Rachel Hayes- IW -CCG  
 Michelle Jones, IW CCG  
 Lorraine Shotter- Parents Voice - IW  
 Lynda Burroughs, Parents Voice - IW  
 Joanne Parker – Parent Voice – IW  
 Amanda Tickle – Parent Voice IW  
 Christine & Martin Price- Parents Voice IW  
 Gavin Muncaster- ICT - IW Council  
 Vonda Pierce, Web Team – IW Council  
 Kate Symes- Manager SEN –IW Council  
 Catherine Hall- Fiz – IW Council  
 Daron Perkins- Group Manager Adult Social Care – IW Council  
 Becky Revert- Principle Speech and Language therapist – IW Council  
 Jane Heath, Team Manager Disabled Children IW Council

Jackie Boxx, Alternative Provision –IW Council  
Esta Ford- Early Support team – IW Council  
Jane Thompson- Early Years team IW Council  
Samantha Rooney- Head of Department (SLDD/FL/FS/ALS) IW College  
Steff Gleeson - Deputy Headteacher St Georges  
Julie Stewart, Headteacher Medina House School  
Cindy Penney- Carisbrooke College  
Victoria Coughlin- SENCO Sandown Bay Academy  
Katrina Shaer- SENCO Dover Park

## **7. Making it happen**

Responsibility and accountability for these guidelines sit with the Local Offer workstream within the council and the Directorate of Children’s Services. The guidelines are one of a number of approaches adopted by the council to help meet its statutory duties connected to the SEND reforms and helps meet its priority of “keeping children safe and improving their education” supporting improvement of attainment for all children and young people, including those with disabilities and barriers to their learning.

Ongoing monitoring and evaluation of the Local Offer will happen in a number of ways. In common with other departments within the council, the Directorate of Children Services has a management group, which has a major role in holding services to account and to evaluating the impact of policies and practice. Further monitoring is undertaken by the SEND Implementation Board and the Joint Child Care Commissioning Group

## **8. Reviewing the Local Offer Guidelines**

These guidelines will be monitored regularly (annually) by the Local Offer workstream and formally reviewed every three years, the reporting mechanism will be via the SEND Implementation Board and the Joint Child Care Commissioning Group