

Freedom of Information Responses Local Authorities Wales Autumn 2012

Anglesey

1/ How many School Attendance Orders has the authority served in the past 12 months?

In the process of completing on one.

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

Yes that is myself

3/ If yes, to question 2/ could you please supply me with details of the named contact?

Jane Marr, Department for Lifelong Learning, Glanhwfa Road, Llangefni, Anglesey, LL77 7EY 01248 752900

4/ Does the authority send information to parents through the post?

Currently we are working on information to be sent to parents. We are doing this in collaboration with our parents who home ed. All that has been sent to parents is dates of meetings with myself or with the home education adviser.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

I have sent out the consultation documents to the CLAS group and home ed parents that have given me their e-mails to e-mail anything relevant to them.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

As of last year we now have a twice yearly informal meeting where invites are sent out to families. We have had families from Gwynedd and Conway also attend. Our next meeting is in November where we have a representative from AQA exam board coming to talk to the families.

7/ Does the authority offer any support to home educating families?

The support materials are currently being developed, once finished you are more than welcome to have a copy. The meetings are a chance for all families to get together to support each other. We also have Careers Wales present and provide information about a home ed group called CLAS (based now in Bangor). We also offer the yearly monitoring visits as a way of supporting families as well as to help us fulfill our role of ensuring that pupils have a suitable education.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

Kind of answered above.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

So far no requests have come but as mentioned previously this is being worked on this year.

10/ How many children in elective home education residing in your area have a statement of special educational needs?

Currently none that I am aware of (those on our list)

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

This is encompassed as part of our policy. I have attached the first version but I have had comments back from the home ed community and I am currently updating ready for our meeting next month.

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

Attached

Blaenau Gwent

How many School Attendance Orders has the authority served in the past 12 months?

1. Does the authority have a named contact within the authority who is familiar with home education

policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

2. If yes, to question 2/ could you please supply me with details of the named contact?
3. Does the authority send information to parents through the post?
4. If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?
5. Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?
6. Does the authority offer any support to home educating families?
7. If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?
8. In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?
9. How many children in elective home education residing in your area have a statement of special educational needs?
10. Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?
11. If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

1. There have been no school attendance orders served by the authority for pupils receiving home elective education.

2. Yes.

3. Sherrill Worgan, Thomas Richard Centre, Sirhowy Tredegar. NP224PY Tel:01495357722/357714 e mail: thomasrichard.centre@blaenau-gwent.gov.uk

4. Yes.

5. This could be an initial letter of introduction, an appointment/letter and /or a report of visit letter including any advice offered.

6. Yes I do.

7. Yes.

8. Advice from the SPLD service for 1 pupil and advice from the Educational Psychology team for another pupil.

9. Yes. This has been in the form of SPLD, EP, and exam arrangements.

10. Only one pupil has a statement of special educational needs for autism.

11. The authority has a policy for children who are educated at home but this does not extend to those who have special educational needs of additional needs at present. This is an area in need of development.

Bridgend

1/ How many School Attendance Orders has the authority served in the past 12 months?

None

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? Yes

3/ If yes, to question 2/ could you please supply me with details of the named contact? All enquiries should be directed to the Authority's Customer Contact Centre, Tel: 01656 643643, E-mail: talktous@bridgend.gov.uk

4/ Does the authority send information to parents through the post? Yes

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? The Authority has sent out the following information: our policy for consultation purposes; a questionnaire asking for opinions on our service/policy/guidance; a letter offering a venue and time for a forum; a newly created guidance booklet.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? Yes – when the parents agree to this.

7/ Does the authority offer any support to home educating families? Yes

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? Local authority liaison will endeavour to link with local authority services to gain support and continue to try to open up LA services. The MLD team have provided advice and resources for use by parents. Currently, local authority liaison are undergoing training to be able to offer access to dyslexia assessment.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? Parents can contact EHE liaison to ask questions and receive advice on their child's education.

10/ How many children in elective home education residing in your area have a statement of special educational needs? One.

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? No

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? Not applicable.

Cardiff

1/ How many School Attendance Orders has the authority served in the past 12 months?

1. Two.

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

2. Yes.

3/ If yes, to question 2/ could you please supply me with details of the named contact?

3. Julie Sambell, Principal Admissions Officer, Cardiff Council.

4/ Does the authority send information to parents through the post?

4. Yes.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

5. Please find "Teaching and Learning Programmes" and Council's "Information Booklet for Parents" attached.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

6. Yes - copy of letter attached.

7/ Does the authority offer any support to home educating families?

7. Yes.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

8. Ongoing support by Advisers.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

9. Yes.

10/ How many children in elective home education residing in your area have a statement of special educational needs?

10. Less than six.

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

11 Currently under review in conjunction with LSCB.

12/ If yes to question 11, could you please supply me with a copy of the relevant policy/protocol document?

Caerphilly

1/ How many School Attendance Orders has the authority served in the past 12 months? [None](#)

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? [Yes](#)

3/ If yes, to question 2/ could you please supply me with details of the named contact? [Jacquelyn Elias, Additional Learning Needs Manager](#)

4/ Does the authority send information to parents through the post? [Yes](#)

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? [Information on regular attendance \(from EWS perspective\)](#)

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? [Yes](#)

7/ Does the authority offer any support to home educating families? [Yes initial visit by Education Welfare Officer and annual visit by Advisor, where teaching /learning programmes are discussed and monitored. If issues are raised relating to individual children/young people advice is offered and if appropriate support for the family through referral to relevant agencies](#)

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? [Following a monitoring meeting with a parent , she acknowledged that her son was not making progress and that she was not able to appropriately support his education in the home setting. Support was given to her son to enable him to access a placement in an alternative education setting.](#)

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? [If requested to do so, yes.](#)

10/ How many children in elective home education residing in your area have a statement of special educational needs? [3](#)

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? [Yes](#)

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? [EOTAS policy attached.](#)

Carmarthenshire

1. How many School Attendance Orders has the authority served in the past 12 months? [None](#)

2. Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? Yes

3. If yes, to question 2/ could you please supply me with details of the named contact? Mrs. A. Harrison. Telephone number 01267 – 246452. Email: aharrison@cararthenshire.gov.uk

4. Does the authority send information to parents through the post? Yes

5. If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? Type of information sent out includes information packs for parents considering elective home education for their children, including the LA's policy on Elective Home Education and written reports of visits conducted.

6. Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? Yes

7. Does the authority offer any support to home educating families? Yes

8. If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? We provide advice on educational matters. We do not provide any physical resources as the schools budgets have the funding for educating children.

9. In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? Yes. Carmarthenshire LA was inspected in March 2012 and received a good report from ESTYN.

10. How many children in elective home education residing in your area have a statement of special educational needs? 12

11. Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? The LA has adopted a policy on Elective Home Education in line with current legislation and Welsh Government guidance. This policy contains advice on the home education of children with special educational needs.

12. If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

<<EHE Policy Statement(final).doc>> [separate file on web]

Ceredigion

1/ How many School Attendance Orders has the authority served in the past 12 months? None

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? The Authority has appointed a named Education Inclusion Officer. The Team Leader is also fully conversant with the relevant legislation and associated matters. Both officers have higher degrees in EHE, EOTAS & associated matters.

3/ If yes, to question 2/ could you please supply me with details of the named contact? Ms Tanya Wynne, Education Inclusion Officers tanyaw@ceredigion.gov.uk

4/ Does the authority send information to parents through the post? Yes, on request.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? Booklet explaining various aspects of EHE. Please find attached information which the Authority has issued during the past 12 months.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? No

7/ Does the authority offer any support to home educating families?

The Authority offers the following support to home educating families:

Home visits, if requested; Advice on deregistration / reapplying to school; Advice on home education groups in the area. The authority is developing an information pack to be sent out to home educating families. This will outline the services that children and young people can access within the county

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? Team Leader & Education Inclusion Officer met with a parent & child in a neutral venue to discuss the educational provision that was in place. This was at the request of the other parent who was having difficulties and was concerned that the child was not attending school. Following the visit, it was arranged to send a short report to both parents explaining how the parent was complying with their legal duty to provide a suitable education.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? Yes

10/ How many children in elective home education residing in your area have a statement of special educational needs? 5

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? Yes. This is included in the general document on Elective Home Education

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? Please find attached.

Conwy

1. How many School Attendance Orders has the authority served in the past 12 months? Conwy County Borough Council has not served any School Attendance Orders in the past 12 months.

2. Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? The Authority has a named contact within the authority, contact via the Chief Education Officer, who is familiar with the home education policy and practice and who has an understanding of the relevant legislation and can offer advice.

3. If yes, to question 2/ could you please supply me with details of the named contact? Please see Question 2

4. Does the authority send information to parents through the post? Yes the Authority sends information to parents via post and telephone. Please see enclosures which are examples. The Welsh Government is currently conducting a consultation which will require these to be modified

5. If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? Please see Question 4

6. Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? Yes the Authority makes contact with home educating families. It has done so with limited success as many families currently chose not to correspond. Some are very diligent and have been visited.

7. Does the authority offer any support to home educating families? Conwy doesn't offer support in the sense of curriculum detail but does offer general advice and fulfils a monitoring role whenever parents agree to cooperate.

8. If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

Type of support offered - Legal guidance/requirements of parents (see letter one and pack).

9. In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? Yes the Authority does provide helpful guidance for parents educating their children at home when requested to do so.

10. How many children in elective home education residing in your area have a statement of special educational needs?We are unable to give you precise details because Welsh Assembly Guidance states results should not be shown where their inclusion may be disclosive (data item is less than 5, could be identifiable).

11. Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?
The Authority is In the process of producing a formal protocol regarding children who are educated at home and who have Special Educational Needs or Additional Learning Needs. We have none currently but this is dealt with as far as practicable by Statementing Section.

12. If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? N/A

Denbighshire

Q1. How many School Attendance Orders has the authority served in the past 12 months?

A1. None.

Q2. Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

A2. Yes.

Q3. If yes, to question 2/ could you please supply me with details of the named contact?

A3. Sheila Breeze - sheila.breeze@denbighshire.gov.uk

Q4. Does the authority send information to parents through the post?

A4. Yes.

Q5. If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

A5. We send out a standard pro-forma to all parents when they withdraw a pupil for elective home education asking them to provide information on how they plan to educate their child and on our system of monitoring visits.

Q6. Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

A6. We currently have an embryonic monitoring system of monitoring visits with the intention of annual visits.

Q7. Does the authority offer any support to home educating families?

A7. Yes but it is limited support.

Q8. If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

A8. We give all parents new to elective home education contact details for a Denbighshire network and we would offer telephone advice. Additional support could be offered to assist parents with re-admission to school if they wished.

Q9. In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for

parents educating their children at home when requested to do so?

A9. We have limited guidance in the initial paperwork we send out to parents and guidance for parents in our policy document.

Q10. How many children in elective home education residing in your area have a statement of special educational needs?

A10. One.

Q11. Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

A11. Our guidance is currently being reviewed and will be available on our website in the New Year.

Q12. If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

A12. As above.

Flintshire

1/ How many School Attendance Orders has the authority served in the past 12 months? **None**

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? **Yes**

3/ If yes, to question 2/ could you please supply me with details of the named contact? **Senior Learning Advisor EOTAS Uwch Ymgynghorydd Addysg Heblaw yn yr Ysgol**

4/ Does the authority send information to parents through the post? **Yes**

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

7/ Does the authority offer any support to home educating families?

Yes.

We are currently exploring holding an annual meeting at County Hall where Home Educators can meet with School Health Service, Statementing Officers, Learning Advisors, Educational psychology service, educational publishers, Careers Service, Flintshire leisure Service, etc

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? **Annual visits**

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? **Yes**

10/ How many children in elective home education residing in your area have a statement of special educational needs? **Where it is not possible to sufficiently anonymise data and there is potential for identifying living individuals such information may be exempted. Due to the small number of individuals [less than 10] and the small geographical area it is considered possible that publishing this information may make these individuals or families identifiable. It is also considered that releasing such information may cause distress to subjects and none of the conditions under sch3 of The Data Protection Act may be met. Therefore this information is refused under s40(2) & (3)**

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? **Yes**

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? **see above**

Gwynedd

1/ How many School Attendance Orders has the authority served in the past 12 months?

None

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

Yes.

3/ If yes, to question 2/ could you please supply me with details of the named contact?

The officer responsible for Elective Home Education in the Education Department is Gwern ap Rhisiart, Education Quality Improvement Officer (Inclusion), Education Department, Council Offices, Caernarfon, GWYNEDD, LL55 1SH.

GwernapRhisiart@gwynedd.gov.uk

01286 679 007

4/ Does the authority send information to parents through the post?

Yes.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

A sheet has been produced for parents/carers, that explains home education entitlements and responsibilities. These sheets are distributed through the Education Welfare Service

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

The authority conducts Annual Reviews for children who have a statement of Special Educational Needs.

7/ Does the authority offer any support to home educating families?

Yes

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

Advise on resources / materials.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

Yes

10/ How many children in elective home education residing in your area have a statement of special educational needs?

5.

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

Yes, the authority does have a formal policy / protocol.

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

Copy enclosed. (Currently being updated)

Merthyr

1. **How many School Attendance Orders has the authority served in the past 12 months?** 0
2. **Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?** Yes
3. **If yes, to question 2 could you please supply me with details of the named contact?** Lisa Beattie, Team Leader Additional Learning Needs, lisa.beattie@merthyr.gov.uk 01685 725000
4. **Does the authority send information to parents through the post?** Yes
5. **If yes to question 4 could you please give examples of the type of information which the authority has sent in the past 12 months?** Records of meetings between EHE coordinator and parents; LA EHE policy; Letter confirming child/young person is known to LA and home-schooled; Letter confirming child/young person has reached end of KS4; WG EHE Consultation document; EHE information such as support websites and how to access exams.
6. **Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?** Yes, although termly support visits are offered to families.
7. **Does the authority offer any support to home educating families?** Yes
8. **If yes to question 7 could you please give examples of the type of support offered in the past 12 months?** Careers Wales information and contacts; passing on information regarding vaccinations that the parents may wish to access (e.g. against cervical cancer).
9. **In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?** Yes
10. **How many children in elective home education residing in your area have a statement of special educational needs?** 0
11. **Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?** Yes
12. **If yes to question 11 could you please supply me with a copy of the relevant policy/protocol document?** See attached.

Monmouthshire

1/ How many School Attendance Orders has the authority served in the past 12 months? [None](#)

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? [Yes](#)

3/ If yes, to question 2/ could you please supply me with details of the named contact? [Liz Woods](#)

4/ Does the authority send information to parents through the post? [Upon request](#)

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? [General advice and guidance re curriculum](#)

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? Yes EWS re well being senior staff annually now has a post which will focus termly

7/ Does the authority offer any support to home educating families YES

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? EWS Visits and visits from Officers, now have a dedicated post

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? It does provide guidance upon request, new post will allow for more proactive work

10/ How many children in elective home education residing in your area have a statement of special educational needs? One

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? No

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

N/A

Neath Port Talbot

1/ How many School Attendance Orders has the authority served in the past 12 months? In regard elective home education: None.

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? Yes.

3/ If yes, to question 2/ could you please supply me with details of the named contact? Mrs. Anne Lewis, Elective Home Education Officer, Email: a.lewis2@npt.gov.uk

4/ Does the authority send information to parents through the post? Yes

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? Initial contact letter when notified of de-registration; letter to request a meeting with parent; copies of home visit reports provided to parent; general letters providing advice on issues such as Careers Wales.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? Yes

7/ Does the authority offer any support to home educating families? Yes

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? Referrals Careers Wales; Community Dental Service; Liaising role between SEN Service and Parent.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? Yes

10/ How many children in elective home education residing in your area have a statement of special educational needs? 2

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? **Yes to policy relating to EHE, however, no specific policy relating to EHE and SEN.**

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

Newport

1/ How many School Attendance Orders has the authority served in the past 12 months?

We have only served 1 School Attendance Order in the past 12 months, but parent complied by stage 2.

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

Val Davies (Senior Education Welfare Officer) is the contact within the authority familiar with the home education policy.

3/ If yes, to question 2/ could you please supply me with details of the named contact?

Val's details are - Val Davies, Senior Education Welfare Officer, Newport City Council, Civic Centre, Newport, NP20 4UR

4/ Does the authority send information to parents through the post?

We send a standard letter out to parents when they send out a request to electively home educate their child. The letter is signed by the Pupil Services Manager.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

- The letter states that there are no set guidelines as to what subjects a pupil electively home educated is taught, and although it provides advice with regards to how pupils concerned could be taught (for instance the structure and format of home education - following a fixed timetable and a traditional curriculum, taking into account the needs of the child), it also outlines that these are not requirements, giving further examples of what is also not required.

- The letter also outlines that there is no requirement for children to take particular qualifications, but states that the local authority will offer advice and support if asked. It also states that the cost would not be required to be met by the authority.

- If the child has a Statement of Special Educational Needs, it states that the local authority has a duty to ensure that the child's needs are met. The LA will monitor to ensure that the parent/guardian is making suitable provision to meet the child's needs, which are highlighted in the Statement, whilst the Statement remains in force.

- Finally, the letter states that the authority will be in touch to arrange for a welfare visit to take place six months later to ensure the child is receiving a suitable education.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

Welfare checks are made once a year.

7/ Does the authority offer any support to home educating families?

No.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

N/A

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

No.

10/ How many children in elective home education residing in your area have a statement of special educational needs?

We have 2 children on record with a statement receiving Elective Home Education.

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

Yes - All Wales Attendance Framework pg 339-345 Section 6 Inclusion & Pupil Support Guidance.

Pembrokeshire

How many School Attendance Orders has the authority served in the past 12 months? **None**

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? **Yes**

3/ If yes, to question 2/ could you please supply me with details of the named contact? **Cheryl Loughlin/Carolyn Waters**

4/ Does the authority send information to parents through the post? **Yes**

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? **Information about HPV vaccines for pupils for school nurses, Careers information, EHE conference and EHE consultation information**

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? **Yes**

7/ Does the authority offer any support to home educating families? **Yes**

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? **Advice on resources/materials/websites/careers support services**

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? **Yes (currently being updated)**

10/ How many children in elective home education residing in your area have a statement of special educational needs? **None**

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? **Yes (currently being updated)**

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? **Attached**

Powys

1/ How many School Attendance Orders has the authority served in the past 12 months? The Authority has served no School Attendance Orders during the last 12 months.

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? The Authority has a named contact for Elective Home Education

3/ If yes, to question 2/ could you please supply me with details of the named contact? The named contact for Elective Home Education is Mr John Mitson, School Effectiveness Officer, Working With Others, Area 2.

4/ Does the authority send information to parents through the post? The Authority does send information to parents through the post.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? If the Authority sends copies of its Elective Home Education pack to parents through the post, the pack comprises the Authority's Elective Home Education Policy Document, its Guidance for Parents, information on Child Protection, information on accessing the School Nursing Service, and a Privacy Notice.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? The Authority has commenced the process of making contact with home educating families, on an annual basis, in order to request an updated report. If the

report does not provide sufficient information, or there are concerns regarding the education provided, the Authority would seek to arrange a visit or a meeting with the parents.

7/ Does the authority offer any support to home educating families? When making contact with parents who are undertaking EHE, the Authority's officers will offer advice on teaching and resources but they do not provide any funding or services for parents who are undertaking Elective Home Education.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? See response to question 7

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? The Authority provides guidance for parents who are educating their children at home, as part of its EHE pack.

10/ How many children in elective home education residing in your area have a statement of special educational needs? The number of children in receipt of Elective Home Education in this Authority's area who have statements of special educational needs is 4.

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? The Authority includes information on children who are in receipt of Elective Home Education and who have special educational needs or Additional Learning Needs in documentation included within its EHE pack. It does not have a separate SEN or ALN protocol.

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? See response to question 11.

Rhondda Cynon Taff

1/ How many School Attendance Orders has the authority served in the past 12 months?

None

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

Yes, the Head of Educational and Child Psychology Service undertakes this role with support from AWS.

3/ If yes, to question 2/ could you please supply me with details of the named contact?

This is not possible at the moment as the service is undergoing a restructure. Contact should be made with the Educational and Child Psychology Service in the first instance and any queries will then be forwarded to the relevant member of staff. Contact Tel. No. (01443) 744000.

4/ Does the authority send information to parents through the post?

Yes. We have guidance for professionals and parents.

5/ If yes to question 4/ could you please give examples of the type of information the authority has sent in the past 12 months?

An information pack has been sent out to all parents of children who are electively home educated. A member of the Educational and Child Psychology Service has been in contact with parents/carers of all children/young people who are home educated and offered a home visit from a psychologist.

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

Yes

7/ Does the authority offer any support to home educating families?

Yes, via discussions at the annual meeting but further meetings and telephone support can be provided should parents/carers require this.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?
A home visit to establish whether the teaching opportunities provided are appropriate to the learner and to ensure that the child/young person's needs are met. It is also an opportunity to provide support and guidance to the family and the child/young person in question and to provide information on other agencies if appropriate. This has included liaison with the careers service and guidance on local college placements in some cases.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

Yes, always when parents/carers make contact and routinely when we are advised that a parent/carer has decided to electively home educate their child.

10/ How many children in elective home education residing in your area have a statement of special educational needs?

None

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

There is reference in the main policy document to the EHE of pupils with SEN. There is no other additional documentation.

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

The EHE policy document is available on RCT's Moodle site: <https://rctmoodle.org/rctmoodle/>

Swansea

1. **How many School Attendance Orders has the authority served in the past 12 months?** None in respect of Elective Home Education
2. **Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?** This is currently under review, currently the home education visits are done by a range of home tutors who undertake the role of 'monitoring' and supporting families, the proposal is that this will change to one person in the near future
3. **If yes, to question 2/ could you please supply me with details of the named contact?** Susie Johnston, Home Tuition Team Leader 01792 405689
4. **Does the authority send information to parents through the post?** Yes
5. **If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?** Information sheet containing contact information for home education groups, SNAP etc
6. **Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?** Yes
7. **Does the authority offer any support to home educating families?** Yes
8. **If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?** Usually verbal advice dependant on the needs of the family in respect of curriculum and access to careers
9. **In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?** Yes
10. **How many children in elective home education residing in your area have a statement of special educational needs?** 12 although a small number are on part timetables so attend school part time
11. **Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?** We do not have a formal policy or protocol document but the process is that In Swansea it is the SEN Panel which makes recommendations re statement, provision and placement, which are then ratified by senior officer sign off. A parent wishing to home educate would notify the Local Authority formally of their intention. These cases would then be considered by SEN Panel as described above. This includes cases where parents propose a

specialist programme which the LA will then fund (for example some ASD programmes) If parents elect to home educate, and the LA agrees, the statement is maintained and the LA has the continuing responsibility to ensure that the education provided meets the identified needs. In these cases the parents convene annual reviews and the LA would generally be represented by the EP with review information being fed back to the LA for consideration.

12. If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

Torfaen

1/ How many School Attendance Orders has the authority served in the past 12 months?

None

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

Yes

3/ If yes, to question 2/ could you please supply me with details of the named contact?

Tracy Tucker (Additional Learning Needs Manager)

4/ Does the authority send information to parents through the post?

When a parent/carer makes the decision to educate their child at home then the LA would send information/guidance on home education which including a letter inviting parents/carers in for a meeting.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

WG leaflet on parents rights; LA Policy on Elective education – parents guide

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

The LA sends out annual letters to parents offering a review meeting

7/ Does the authority offer any support to home educating families?

We provide advice through the system leader's (formally known as advisory service) on curriculum and refer on to appropriate services if necessary.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

We have offered support / services to families as follows:-

- 1) Counselling services for pupils (at alternative venues)
- 2) Education Psychology service
- 3) Put parents in contact with staff at 14 – 19 curriculum through Colleg Gwent
- 4) Linked parents with our PRVENT Team (working with pupils who are not in Education, Employment or Training)
- 5) Supported pupils and families by facilitating discussions with schools to look at transition / flexible schooling.
- 6) Transition support worker

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

As mentioned above system leaders arrange to meet with parents to give guidance on curriculum delivery and give suggestions on appropriate materials/ books.

10/ how many children in elective home education residing in your area have a statement of special educational needs?

None

11/ Does the authority have a formal policy or protocol document regarding children who are educated at

home and who have special educational needs, or additional learning needs?

Yes

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

Attached for Information

Vale of Glamorgan

1/ How many School Attendance Orders has the authority served in the past 12 months?

None

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies?

Yes

3/ If yes, to question 2/ could you please supply me with details of the named contact?

Sue Williams

4/ Does the authority send information to parents through the post?

Yes – Information Booklet

Letter offering home visit

Letter requesting progress report where parents do not accept LA monitoring.

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months?

Copies enclosed

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report?

Yes, at least twice a year a home visit is offered.

7/ Does the authority offer any support to home educating families?

As above. No financial assistance available. Support available includes – information on resources, specialist teacher and/or educational psychology assessments.

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months?

None requested in the last 12 months.

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so?

Yes – information booklet enclosed

10/ How many children in elective home education residing in your area have a statement of special educational needs?

1

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs?

No – each individual case is considered according to need.

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document?

n/a

Wrexham

1/ How many School Attendance Orders has the authority served in the past 12 months? **NIL**

2/ Does the authority have a named contact within the authority who is familiar with home education policy and practice and who has an understanding of the relevant legislation and a range of educational philosophies? **Yes.**

3/ If yes, to question 2/ could you please supply me with details of the named contact? **Mr Dafydd Ifans
Head of Education Transformation & Workforce Development Tel: 01978 295404**

4/ Does the authority send information to parents through the post? **Yes.**

5/ If yes to question 4/ could you please give examples of the type of information which the authority has sent in the past 12 months? **Education Otherwise Than At School (EOTAS) Guidance for Parents. Covering letter to parents sent with Guidance Education Otherwise Than at School (EOTAS) home visit reports.**

6/ Does the authority make contact with home educating families on an annual basis in order to seek a meeting or request an updated report? **Yes.**

7/ Does the authority offer any support to home educating families? **Yes.**

8/ If yes to question 7/ could you please give examples of the type of support offered in the past 12 months? **Home visit report with comments and recommendations.**

9/ In relation to the guidance issued by Estyn in 2010, does the authority provide helpful guidance for parents educating their children at home when requested to do so? **Yes in the document 'Education Otherwise Than At School (EOTAS) Guidance for Parents.'**

10/ How many children in elective home education residing in your area have a statement of special educational needs? **Two.**

11/ Does the authority have a formal policy or protocol document regarding children who are educated at home and who have special educational needs, or additional learning needs? **Referred to in the document 'Education Otherwise Than At School (EOTAS) Guidance for Parents' under the section 'Does your child have special educational needs?'**

12/ If yes to question 11/ could you please supply me with a copy of the relevant policy/protocol document? **Please see attached document.**
