

Useful Sources of Evidence

***Please note this is not an exhaustive list, it is here to give you ideas**

- Written statements from teachers: ask them to be precise and to quantify exactly what is needed for your child. Evidence this with copies of current and previous pupil passports/ IEPs etc.
- Information from the school/college record. Including results of both internal and national tests and assessments, communication with school (home-school diaries, emails, texts, letters), meeting minutes, current and previous pupil passports/ IEPs, pupil progress reports, incident reports, after school clubs, school trip risk assessments, educational psychologist report. If behaviour is a difficulty, the disciplinary record (exclusion letters, part time timetable risk assessments, attendance records) may help you show whether this is getting worse, whether for instance the school and your child needs more help to manage it and whether there is a pattern. **You have a legal right to a copy of this information.** Put your request in writing to the chair of the governing body at the school or the equivalent for a college (IPSEA have a template letter on p16 here):
<https://www.ipsea.org.uk/Handlers/Download.ashx?IDMF=b006465c-2b25-4e28-839b-6417bfbb2da0>
- Written statements from others involved with you/your child e.g. social workers, youth workers, carers etc.
- Video/ audio evidence (this should be short and to the point. Video evidence more than 10 minutes is unlikely to be watched). Attach with it a statement of the facts the evidence seeks to establish.
- Information from voluntary groups relating to the learning difficulty/disability concerned.
- References to relevant research and findings and extracts from books, magazines etc. Beware of relying on this too much as the best evidence is going to be primary evidence about the child/ young person.
- Your own evidence: for example, has a younger brother or sister overtaken your child? Is he or she anxious about going to school? Do you get bed-wetting, particularly in term time?
- Evidence from you/your child, written via a third party when necessary.
- Your/your child's school/college work if this demonstrates a point you want to make, such as the limited progress they have made, or a particular difficulty which is in dispute. Examples of the child/ young person's work overtime. If there has been little progress over a period of time, it sometimes makes it clearer if you can show this visually by a chart or graph. You may also be able to show uneven achievement between one particular subject or skill and another.

Professional reports

Key evidence about the child or young person's SEN and the provisions required to meet that SEN will usually be found in reports from professionals. Useful sources of expert opinion include:

- **The Health Service** e.g. speech and language therapist, occupational therapist, clinical psychologist, CAMHS, paediatrician, GPs, medical professionals, physiotherapists, psychiatrists etc. may write a report. Get your GP to refer you.
- Privately obtained reports from **independent professionals**. Reports from educational psychologists can be extremely important to your case. These can be very expensive so you may wish to consider:
 - If you qualify for legal aid: <https://www.gov.uk/check-legal-aid>
 - Voluntary organisations that specialise in a particular disability may be able to provide an assessment at a modest cost.