

Sheffield SEN & Disability Information, Advice & Support is available for children and young people (aged 0-25) with special educational needs or disabilities, and their parent carers, to find out more about a range of topics.

We have 2 main areas of specialism, **Special Educational Needs**, mainly about education, and **Disability**, covering broader areas affecting children, young people and their parents.

Our Special Educational and Disabilities Needs specialists:

- Will help you **understand** the rights of the individual together with the duties, roles and responsibilities of everyone involved with a child or young person's education
- Will **explain** how to get extra help for a child or young person and help you achieve this
- Will help you to **write** letters and reports
- Will help you to **understand** letters, reports and other documents
- Will help you **prepare** for and attend meetings
- Will help you to be **listened** to
- Will ensure you **know** and **understand** what options are open to you
- Will help you to **consider** which option is right for you
- Will help you **express** your dissatisfaction or make a complaint
- Will help you **resolve** disputes or conflict

- Will explain the **statutory processes** and support you throughout
- Will help you if you need to follow a formal **appeal** process
- Will help you find what **disability benefits** and **funding** might be available
- Will help you **apply** for relevant benefits and funding
- Will provide you with **information** about specific disabilities and the appropriate services
- Will provide you with **information** about relevant **activities** locally
- Will make sure you know **who else** can help you as well as helping you contact them

