Name of service/organisation:

The SEN Assessment and Commissioning Team (SENACT)

Description: The Special Educational Needs (SEN) Assessment and Commissioning Team is part of the Directorate for Children and Young People. This team is responsible for coordinating the **statutory assessment process**. All requests for statutory assessment are received by this team.

A **Statutory Assessment** is a detailed investigation conducted by the local authority to find out what your child's special educational needs are and what extra help your child may need.

A **Statement** is a document which states what your child's special educational needs are and how they can be supported in school, as well as other arrangements to support your child. It is produced using information gathered from all people involved in the education of your child.

You are welcome to contact the team at any time during the process if you have any questions or concerns.

Intended client group: Children with special educational needs.

Phone number: 01484 221000

Email address: SENACT@kirklees.gov.uk

Website: http://www.kirklees.gov.uk/community/education-

<u>learning/child/sen.shtml</u>

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