

Meeting the SEN Officer

What to bring, and what to ask, at your first meeting about support for your autistic child in a mainstream school.

The SEN Officer is the staff member who supports students with special educational needs. The old name for the role was AED(LBS).

Set up the meeting

- Email the form teacher
- Ask for a short meeting with the SEN Officer there
- You do not need a diagnosis for your child to get support

Bring

- Your child's latest assessment or therapy report
- A short note: what helps your child, what upsets them, how they tell you they need something
- These questions

Ask about the plan

- Who is my child's SEN Officer?
- How will they work with my child?
- In class, one to one, or in a small group?
- How often, and until when?

Ask about the teachers

- What will you share with the form teacher?
- What will you share with the subject teachers?
- What have you done for a child like mine before?

Ask about friends

- Would Circle of Friends suit my child?
- If not, what peer support can the school give?

Ask before you leave

- What would make you tell me this is not working?
- Who do I contact when something goes wrong, and how?
- When will we look at how it is going?

After the meeting

- Agree one support to try
- Set a date to review it
- Email the form teacher what you agreed

Looking ahead to exams

- Access arrangements, such as extra time, need a diagnosis report
- You apply through the school, not on your own
- Raise it with the SEN Officer during Primary 5