

Family Services Directory

Education Provider SEN&D Local Offer Synopsis

All fields marked with * are mandatory and your record will not be included unless these fields are completed, and will be returned to you for completion.

School name*		
Address (inc postcode)*		
Type/status of school* <i>e.g. mainstream, special, academy, maintained, independent, primary</i>		
Number on roll*		
Contact details*	Executive Headteacher / Headteacher*	
	SENCo*	
	Chair of Governors	
	Telephone(s)*	
	Email*	
	Website (main)*	
	Link to your SEN&D Local Offer* NB/ this could be the same as the main web address but a link to a specific area would be more effective <i>or</i> we can include a screen shot of your Local Offer area	
Images and files	Images (school logo, pictures etc)	Please send any relevant documents, logos or images electronically to children_information@lincolnshire.gov.uk , making clear the relevant school name <i>Note - you don't have to send any of your documents if they are already on your own website</i>
	Files and documents (policies, school brochure etc)	
Other	Languages Please list any relevant languages you speak or have experience of, including BSL, Makaton etc	

Information about your school*

i.e. mission statement, school ethos, awards (Eco school, Healthy School, Aim4Lincs etc)

TIP - Think about using key words and phrases in your service description as these can be used by enquirers to search for services.

This is also a chance to describe the whole school and you can also include any additional good practice or achievements your school offers around SEN&D

Note that the 2 boxes below will be hidden from public view if nothing is included	
Do you have enhanced provision at your school? <i>If yes, please describe.</i> <i>TIP - consider commenting on the entry criteria for this enhanced provision.</i>	
Specialist facilities <i>i.e. hoist, sensory room, lift, hygiene suite</i>	

Note that we will be regularly reviewing this information, and will send updates via email to the email address listed below. We aim to do this every 6 months so please ensure the email address given will still be valid.

By submitting this information you take full responsibility for its accuracy and you are agreeing to maintain your information regularly and every 6 months as a minimum.

More detailed Terms and Conditions can be found at www.lincolnshire.gov.uk/fsd

All fields are mandatory	
Name of person submitting the information	
Role	
Date	
Email address	

Please complete as much information as possible and return the form by **1st July 2014** to:

children_information@lincolnshire.gov.uk or in the post to:

Family Services Directory, Lincolnshire County Council, 74-76 Hemswell Avenue, Lincoln, LN6 0AZ

If you have any difficulties completing this form, please call **01522 555531**