

# VSEND FAQ's

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## Key Contact Details:

SEND Business Support Team – [Sophie.wormley@suffolk.gov.uk](mailto:Sophie.wormley@suffolk.gov.uk)

Unify Technical help – Unify Support – [support@unifybusiness.co.uk](mailto:support@unifybusiness.co.uk)

IMPOWER have collected Frequently Asked Questions as part of the Training Feedback:

# VSEND FAQ's

**Is it possible to have more than one login per school?**

Yes, this is possible.

**We are not allowed to use mobile phones in schools, is there an alternative authentication method rather than an app?**

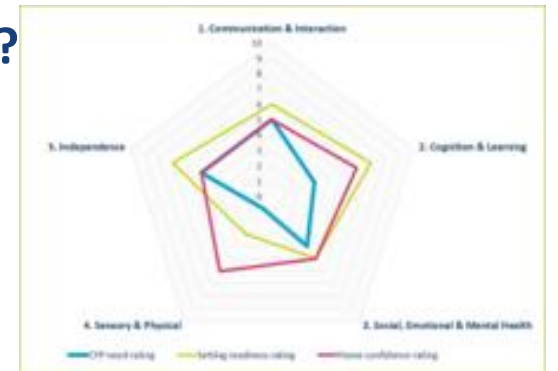
Yes Unify will help you to access VSEND online

**Is there an app for authentication because we have no mobile signal for phones?**

Yes Unify will help you to access VSEND online

**Can you please remind us what the radar looks like and what the lines means?**

Here is an example radar: the green line represents Setting Readiness, the blue line is the Child and Young persons needs profile score and the red line is the Home Confidence Score



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## **How many children would a school expect to complete this for? ie all SEN register, when applying for SES, those applying for EHCP etc?**

The expectation is that over time the VSEND approach will be used for all children and young people in settings and schools. SENDCOS will need to plan how they will embed the approach, starting with agreeing their setting readiness with all staff. This may result in refreshing the SEND Development Plan and prioritising aspects of SEND training. Then SENDCOs can draw up a plan outlining how school will increasingly use the approach. This might include starting to use VSEND for

- staff who are concerned about a child or young person and they want to discuss with the SENDCO
- for children and young people with emerging needs
- for children and young people requiring further assessments and advice
- for referrals for statutory assessment
- for children with EHCPs including at Annual reviews
- for children a young people in transition
- for children and young people at risk of exclusion

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**Would you need to do school readiness for all children, or do we just add the children's profile each time?**

The setting readiness is completed first and describes the interventions in place for the whole setting and school. This is an annual assessment and the best fit for your interventions compared to the setting readiness statements.

The complete the pupil profile section with each individual and there will be no need to redo your setting readiness

**Should we not use it for children from out of county as it would skew data for Suffolk?**

Yes as it's the approach used in the setting and you can use the radar with referrals and assessments.

**Edukey automatically fills in data direct from SIMS so can we add this to VSEND otherwise it is a lot of admin work.**

The Setting Readiness is a one off activity and then reviewed annually.

The child and young person's profile will be held once entered and teachers in settings can enter children and young people so it is not reliant on one person.

Unify have been sent request to explore linking systems.

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## **Is it possible to get a paper copy of the home confidence questions for parents to take home?**

Yes there are printable versions on all parts of VSEND and are available on SENCO Central.

## **Is it appropriate to register a non-SEND child on the VSEND system in terms of identifying their needs?**

Yes you can use VSEND for non-SEND child and the process will clarify whether to continue or whether needs are being fully met and there is no further SEND action. Records can be maintained in case there is a need for a re-visit.

## **Can I upload a group of children onto the VSEND system at once?**

No. it is designed to give an individual CYP profile.

Once you have a group of children and young people on the system you can run reports for whole class, cohort, and setting

## **Is there a way to print the radar as a bigger picture?**

Yes, once the radar is produced you can press print screen or use a snipping tool to take a screenshot of the radar. This can then be pasted onto a word document and once enlarged, can be printed.

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**Is there a way to have the new radar appear on top of the original one to show a child's progress?**

No. When you update the child or young person's profile – or setting readiness – it will produce another radar which will give the comparison.

**Before profiling any children, does a privacy notice need to be agreed with families?**

No, the initial agreement between the school and parent on admission covers any work you are carrying out in setting and school. As with all referrals to specialist services or Panels you need to have parental signatures, therefore they will be aware of VSEND evidence. Best practice is to ensure parents / carers are aware of VSEND through your SEND website and work with individual pupils.

**\*VSEND Champions will be able to answer any further questions as this is embedded into practice**

**Top Tips to support Whole School**

**Setting Readiness is on**

**SENDCO Central with all training materials.**