

# Note in lieu of a statement

## A guide for parents and carers

### What is a note in lieu of a statement?

A note in lieu of a statement is issued if, after a statutory assessment, the Local Authority believes that your child's school can meet his or her needs without a statement.

### What is included in a note in lieu?

The note in lieu includes:

- copies of the reports which were collected for your child's assessment
- a description of your child's special educational needs
- the reasons why a statement was not issued
- guidance about the support which could be helpful to your child at school
- a description of any non-educational needs your child has and the support which might be helpful.

### Why is a note in lieu helpful?

During the statutory assessment we learn a great deal about your child's needs from you and a range of professionals. The information gathered will be extremely useful to your child's school and other professionals involved with him or her. We require your written permission in order for the note in lieu to be shared with your child's school and those connected with him or her, and a reply slip (addressed to the Special Educational Needs (SEN) Service) accompanies the note in lieu for this purpose.

### How can my child's special needs be met without a statement?

The budget which the school receives from the Local Authority will cover most children's needs. Schools are delegated additional funding to enhance support for children with a wide range of SEN. The SEN funding formula for mainstream schools is used every year to determine the additional financial resource for SEN each school will receive. You should discuss the particular arrangements and support that your child will receive with your child's school (see our leaflet *Hampshire's SEN funding in mainstream schools* for more information).

You may also want to talk to your child's school about an Inclusion Partnership Agreement (IPA). This is a formal agreement between you and everyone working with your child. It identifies support and helps to monitor progress through regular reviews. It can be implemented quickly and tailored to your child's needs (see our leaflet *Inclusion Partnership Agreement – a guide for parents and carers* for more information).

### Does the school have to do what the note says?

The note in lieu will be used by the school to help them provide the most appropriate support for your child. The note contains advice which has been based on the assessment reports, but it is not a legally binding document. Teachers will discuss your child's needs with you and use the information provided in the note in lieu to help prepare and review your child's individual education plan.

## What if I don't think the assessment should have ended with a note in lieu?

We hope that the note in lieu will be helpful for your child at school. If, however, you do not agree that a note in lieu should have been issued we would ask you to discuss this with staff at your child's school and with the SEN Service based at the County Office, Winchester.

You may wish to seek advice and/or support from the Parent Partnership Service (see contact details below) who can also advise you on the informal arrangements set up to resolve or prevent any disagreements between you and the Local Authority (Hampshire County Council Children's Services Department).

Using either of these services does not prevent you from appealing to the First-tier Tribunal (Special Educational Needs and Disability). Your rights are not affected and an appeal to the tribunal can run at the same time as any disagreement resolution. Information about the tribunal is given in the letter from the SEN Service accompanying the note in lieu.

## For more information

### Parent Partnership Service

The Parent Partnership Service provides impartial advice, information and support to parents/carers of children and young people with SEN throughout Hampshire.

### Parent Partnership Service

Hampshire County Council Children's Services Department

Elizabeth II Court East, The Castle, Winchester, SO23 8UG

Tel: 01962 845870

Email: [enquiries.pps@hants.gov.uk](mailto:enquiries.pps@hants.gov.uk)

Website: [www.hants.gov.uk/parentpartnership](http://www.hants.gov.uk/parentpartnership)

### Special Educational Needs Service

Hampshire County Council Children's Services Department

Elizabeth II Court East, The Castle, Winchester, SO23 8UG

Tel: 0845 603 5620

Email: [childrens.services@hants.gov.uk](mailto:childrens.services@hants.gov.uk)

Website: [www.hants.gov.uk/sen-home](http://www.hants.gov.uk/sen-home)

This leaflet and other SEN leaflets for parents and carers are available to download at:  
[www.hants.gov.uk/sen-parentpublications](http://www.hants.gov.uk/sen-parentpublications).

**For a copy of this publication in another language or format (e.g. large print or in an audio format) please contact: 0845 603 5620, [childrens.services@hants.gov.uk](mailto:childrens.services@hants.gov.uk) or Minicom: 0845 603 5625**