

# The Personal Learning Plan (PLP) for pupils identified as having Special Educational Needs

## Guidance for Parents and Guardians



Children and Young People's Services  
SEND Implementation Team

### How does the school decide if a child needs a Personal Learning Plan?

In the Education Order (NI) 1996, a child is described as having special educational needs (SEN) if they have a **significantly greater** difficulty in learning than other children which calls for special educational provision to be made for them that is **additional to** or **different** from educational provision which children of a similar age receive in an ordinary school. A child also has SEN if they have a disability that calls for special educational provision to be made for them.

Schools use different teaching and learning strategies to cater for different abilities and learning styles. However, if your child does not make adequate progress the school may decide that special educational provision is needed and their name will be added to the school's SEN Register. The SEN register holds specific information about each child with SEN. Every child who is listed on the school's SEN Register must also have a Personal Learning Plan (PLP).

The school will involve you in deciding what your child's priority needs are and what the content of their PLP should be. The school will also discuss what you can do to help your child best at home. Only the school can decide if your child should be placed on the SEN Register and have a PLP drawn up to meet their needs.

### What is a Personal Learning Plan?

- » it is a programme of special educational provision for every child identified as having SEN and for whom special educational provision is required.
- » it describes what difficulties your child is having and what the school is doing to meet their needs.
- » if the school needs to involve the help of services outside the school to support your child this will be detailed in the PLP also.
- » it is a statutory requirement for schools to create, maintain and review a PLP for all pupils on the SEN register.
- » the school also have a duty to ensure that the PLP is transferred, with your consent, if your child moves from one school to another.

Child identified as having SEN because they require special educational provision to be made for them



Place child on the SEN Register

Prepare and keep under review a PLP. Seek the views of parents and child to explain the purpose of the PLP

# The Personal Learning Plan (PLP) Guidance for Parents and Guardians



## What information does the Personal Learning Plan include?

The PLP contains information about:

- » your child's learning difficulty and/or disability and how it impacts them in school.
- » the expected outcomes set for, or in collaboration with, your child.
- » teaching strategies and resources to be used by the school to support your child.
- » the special educational provision to be put in place.
- » assessment information about your child that the school holds.
- » monitoring and review arrangements.
- » progress made by your child as a result of the special educational provision made for them.
- » your view of your child's strengths and difficulties and what progress you would like to see for them.
- » your child's view of their learning and what they feel the school can do to help them.

## How will you and your child be involved with the PLP?

As a parent you know your child better than anyone else. Your unique knowledge and experience contribute to the overall view of your child's needs and the best way to support them with their learning and development. This is important information for the school to know when they are creating a PLP for your child.

The school will inform you about the special educational provision to be made for your child within the PLP and will ask your opinion about expected outcomes set for them. The school will also notify you about progress made by your child as a result of the provision made for them.

Your child has an important role to play in their PLP by identifying their strengths and difficulties in learning, saying how they learn best and who can help them to meet their potential. They need to know that what they have to say will be respected, listened to and, where appropriate, acted upon, taking into account their age and understanding.

In particular, the school should seek and listen to your child's views about how they learn effectively and focus on the strategies that work for them.

## How else might my child's PLP be used?

If the school need to request support from services outside the school, the PLP will contain the key information and evidence needed to support this request.

## What happens to the PLP if my child needs to move school?

When a child with SEN is transferring schools, the Board of Governors of the child's current school is required to seek the consent of the young person or the parent to provide a copy of the PLP to the new school.

## Sharing the PLP with the new school is important because it:

- » helps the new school to understand the nature of your child's SEN and the actions already taken to help them, including those to which the child has responded positively.
- » provides a sound basis for the new school from which they can develop a new PLP for your child.