

Committee: Children and Young People Overview and Scrutiny Panel

Date: 27 February 2013

Agenda item: **10**

Wards: All

Subject: Merton Children's Services: Glossary of terms

Lead officer: Paul Ballatt, Head of Commissioning, Strategy and Performance, Children Schools and Families (020 8545 4066)

Lead member: Councillor Maxi Martin; Councillor Martin Whelton.

Forward Plan reference number: n/a

Contact officer: Naheed Chaudhry, Service Manager Policy, Planning and Performance
naheed.chaudhry@merton.gov.uk

Recommendations:

- A. That the Children and Young People's Overview and Scrutiny Panel note the Merton Children's Services Glossary of terms in Annex A
-

1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. The purpose of this report is to provide Councillors with an 'A to Z Glossary of terms' commonly used by Children's services. This glossary can be found in Annex A.

2 DETAILS

- 2.1. The glossary has been provided following a request made in this committee's meeting on 15 January 2013.
- 2.2. Annex A provides an A to Z explanation of terms, acronyms and jargon commonly used by Children Schools and Families department professionals.
- 2.3. The glossary will be updated and re-circulated to Councillors as and when required.

3 ALTERNATIVE OPTIONS

- 3.1. None for the purposes of this report

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. None for the purposes of this report

5 TIMETABLE

- 5.1. None for the purposes of this report

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. None for the purposes of this report

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. None for the purposes of this report

- 8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS**
- 8.1. None for the purposes of this report
- 9 CRIME AND DISORDER IMPLICATIONS**
- 9.1. None for the purposes of this report
- 10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS**
- 10.1. Not for the purposes of this report
- 11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT**
- Annex A - Merton Children's Services: Glossary of terms
- 12 BACKGROUND PAPERS**
- 12.1. None

Annex A. Merton Children's Services: Glossary of terms

Acronym/jargon	In full	Brief description (where necessary)
903		See 'SSDA 903'.
AA	Authorised absence	Absence from school authorised by the school - either the child is too ill to attend or the school has given advance permission. See also 'UA'.
Acacia Centre		Community Centre in Mitcham offering a range of activities for all ages. It is the location of one of Merton's children's centres, and the adventure playground. See also 'APG' and 'Children's Centre'. Formally known as the Intergenerational Centre
ADCS	Association of Directors of Children's Services	National leadership association in England for statutory directors of children's services and other children's services professionals in leadership roles.
Alternative Education		Education provided to children who cannot attend a mainstream or special maintained school.
APG	Adventure Playground	Play area offering children and young people opportunities for supervised adventurous play.
APS	Average point score	In education the conversion of attainment levels to scores; applies to a school or individual pupil.
ARP	Additionally Resourced Provision	Discrete resource in schools to support children with a Statement of Special Educational Need. See also 'Statement'.
ART	Access to Resources Team	Service area in the Children, Schools and Families Department, Commissioning, Strategy and Performance Division, responsible for commissioning placements for looked after children and certain pupils with SEN. See also 'SEN'.
ASD	Autistic Spectrum Disorder	Type of Special Educational Need in the 'Communication and Interaction Needs' category. See also 'SEN'.
BAAF	British Association of Adoption and Fostering	London-based charity offering resources for those wishing to adopt, and to professionals working in adoption.
BAME	Black, Asian and Minority Ethnic	Terminology used to describe people of non-white descent. See also 'BME'.
BASW	The British Association of Social Workers	The professional association for Social Workers the UK.
BESD	Behaviour, Emotional and Social Difficulty	Category of Special Educational Need. See also 'SEN'.
BME	Black and Minority Ethnic	Terminology used to describe people of non-white descent. See also 'BAME'.
Bond Road	Bond Road Family Centre	Team within the MASH and Child Protection [Service], delivering family support services. See also 'MASH and Child Protection'

BRAG	Blue, Red, Amber, Green	System of prioritising referrals to Merton's Multi Agency Safeguarding Hub (MASH) - Blue (no significant concern), Green (low level concern), Amber (significant concern but immediate action not required), Red (immediate action required). See also 'MASH'.
Brightwell	Brightwell Respite Care House	Merton's residential care home offering specialist care for children with complex needs, severe learning disabilities and autism including overnight, after school, weekend and school holiday short breaks. See also 'Short Breaks'.
C4EO	The Centre for Excellence and Outcomes in Children and Young People's Services	Collaborative centre that gathers and shares the best available knowledge and evidence of 'what works' to contribute to improving outcomes for children, young people and their families.
CAF	Common Assessment Framework	Assessment tool used across the children's workforce to help practitioners develop a shared understanding of a child or young person's needs so that they can be met quickly and effectively. See also 'CASA'.
Cafcass	Children and Family Court Advisory and Support Service	National non-departmental public body which advises family courts and supports children in the court process.
CAIT	Child Abuse Investigation Team	Metropolitan Police Service responsible for investigating child abuse cases.
CAMHS	Child and Adolescent Mental Health Service	Service for children and adolescents who are experiencing mental health problems
CareFirst		Management information system for Merton Children's Social Care.
CASA	Common and Shared Assessment	Updated version of the Common Assessment Framework to be implemented in Merton Children's Services from April 2013. See also 'CAF'.
CES	Corporate Equalities Scheme/ Strategy	Merton Council's Strategy to promote equality across race, gender, disability, age, sexual orientation and religion and belief. Titled as a 'Scheme' from 2010-2013, and as a 'Strategy' from 2013.
Children Act 1989		Act, relating to children, with a wide range of provisions including local authority responsibilities for providing services for children in need (CIN), children requiring protection, and LAC. See also 'LAC' and 'CIN'.
Children Act 2004		Act which makes provision for a children's commissioner and for Directors of Children's Services.
Children's Centre		Early years service for children aged 0-5 and their families offering childcare, family support and child health services.
Children's Trust Board		Local multi-agency body responsible for the governance of a wide range of services for children and young people.
CIB	Continuous Improvement Board	Board within Children, Schools and Families Department which drives continuous improvement across children's services. See also 'Continuous Improvement'.
CIC	Children in Care	See 'LAC'.
CICC	Children in Care Council	Forum for looked after children and young people to discuss their needs and views and inform service planning and delivery. See also 'LAC'.

CIN	Child(ren) in Need	Defined by the Children Act 1989 as children aged under 18 needing local authority services to achieve or maintain a reasonable standard of health or development, and/or to prevent significant or further harm to health or development, and/or are disabled.
CLA	Children Looked After	See 'LAC'.
CME	Children missing from education	Child of statutory school age who is not registered at an educational provision; not registered as being 'educated other than at school' (e.g home schooling); out of education for more than 20 calendar days.
Commissioning and Partnerships [Service]		Service area in the Children, Schools and Families Department, Commissioning, Strategy and Performance Division.
Continuous Improvement		Management culture in Merton's children's services which seeks to continuously improve processes and services, informed by performance management, inspection outcomes, research, and best practice.
CP	Child Protection	Activity undertaken to protect specific children who are suffering, or are likely to suffer, significant harm. This is part of the broader remit of children's safeguarding. See also 'Safeguarding'.
CPC	Child Protection Conference	Case conference held following a Child Protection investigation, to enable professionals in the case to assess the information and plan how to safeguard and promote the welfare of the child.
CPD	Continuing Professional Development	Training and development for those working in children's services including schools.
CPP	Child Protection Plan	Plan detailing how a child will be protected and their health and development promoted; written and managed by the professionals working with the child and family.
CRB	Criminal Records Bureau	National body which carries out checks on people working with children.
CSC	Children's Social Care	Shortened term for the Children's Social Care and Youth Inclusion Division in Merton Council's Children, Schools and Families Department.
CSC&YI	Children's Social Care and Youth Inclusion [Division]	Division in Merton Council's Children, Schools and Families Department.
CSF	Children, Schools and Families [Department]	Department in Merton Council responsible for children's social care and education.
CSP	Commissioning, Strategy and Performance [Division]	Division in Merton Council's Children, Schools and Families Department.
CTB	Children's Trust Board	See 'Children's Trust Board'.

CVA	Contextual Value Added	Statistic which shows the progress children have made whilst attending a particular school, which takes into account the circumstances of children attending the school including their age, gender, ethnicity, and economic background.
CWD	Children with Disabilities	Children with disabilities are children 'in need' as defined by section 17(10(c)) of the Children Act 1989 and are entitled to a range of support services depending on their circumstances.
CYP	Children and young people	
CYPP	Children and Young People's Plan	Multi-agency document setting out the priorities of the Children's Trust to commission and provide services for children and young people. See also 'Children's Trust Board'.
CYPWBM	Child and Young Person Wellbeing Model	Framework used across Merton's Children's Trust to identify need and secure appropriate services. See also 'Children's Trust Board'.
DfE	Department for Education	Government department for education and children's social care since 2010.
DfES	Department for Education and Skills	Government department 2001-2007.
Early Years and Children's Centres		Service area in the Children, Schools and Families Department, Education Division.
Ebacc	English Baccalaureate	Introduced in 2010 as a performance measure recognising where pupils have secured a C grade or better across a core of academic subjects – English, mathematics, history or geography, the sciences and a language.
ECCA	Equalities and Community Cohesion Action [Group] or [Plan]	Merton's Children, Schools and Families Department working group and strategy which promotes equality of service delivery and access across race, gender, disability, age, sexual orientation and religion and belief.
ECM	Every Child Matters	Framework of outcomes, introduced by the previous government, that are key to well-being in childhood - be healthy, stay safe, enjoy and achieve, positive contribution, and economic well-being (DfES 2004). See also 'DfES'
Education [Division]		Division in Merton Council's Children, Schools and Families Department.
Education Inclusion		Service area in the Children, Schools and Families Department, Education Division.
EET	Education, Employment and Training	Term used in relation to monitoring the number of young people aged 16-18 who are in education, training or employment. See also 'NEET'.
EFA	Education Funding Agency	Department for Education's delivery agency providing revenue and capital funding for education for learners between the ages of 3 and 19, or up to 25 for those with learning difficulties and disabilities. Also responsible for the delivery of building and maintenance programmes for schools, academies, Free Schools and sixth-form colleges.

EGYV	Ending Gang and Youth Violence	Used to refer to the national Home Office team or the cross Government Report (November 2011) on the causes of gang and youth violence and proposal for prevention. Used locally to refer to the EGYV peer review process.
EI	Early Intervention	See 'EIS'
EIP	Early Intervention and Prevention	See 'EIS'
EIS	Early Intervention Services	Providing support services at an early stage to improve outcomes for children and families and prevent the need for the involvement of more specialist services at a later stage.
Enhanced	Enhanced level service	Service provided to children and families assessed as being at the enhanced level of need (medium level) on the Merton Well Being Model. See also 'MWBM'.
EPS	Education Psychology Service	Team within the Special Educational Needs and Disabilities Integrated Service responsible for the statutory assessment and statementing procedures for children with special educational needs (SEN). See also 'SEN'.
ESF	European Social Fund	European Union funding for initiatives which improve employment opportunities and help raise standards of living.
ETE	Employment, Training and Education [Team]	Team within Family and Adolescent Services, supporting young people at risk of not engaging with education, training or employment. See also 'Family and Adolescent Services'.
EWS	Education Welfare Service	Team within the Education Inclusion Service area primarily responsible for the support and management of school attendance. See also 'Education Inclusion'.
Exclusion		When a school 'excludes' a child from attending on disciplinary grounds, through the procedure set out in the 2002 Education Act and related Government Guidance. See also 'Fixed Term Exclusion' and 'Permanent Exclusion'.
Extranet		Internal web based system for schools and early year's settings.
EYFS	Early Years Foundation Stage	Set of learning and development requirements to be delivered by schools and childcare settings from age 2-5 (end of reception year in school).
EYFSP	Early Years Foundation Stage Profile	Formal assessment of a child's learning and development at the end of the Reception year. See also 'Reception' and 'EYFS'.
Family and Adolescent Services		Service area in the Children, Schools and Families Department, Social Care and Youth Inclusion Division.
FE	Further Education	Education offered by sixth forms and colleges beyond the statutory school age.
FIAG	Family Information Advice and Guidance	Team within the Early Years and Children's Centres Service, supporting families into employment, education and training, as well as signposting them to housing and benefits advice, and childcare services. See also 'Early Years and Children's Centres'.

FIP	Family Intervention Project	Intensive intervention and support service tackling the underlying problems causing persistent anti-social behaviour and offending within families.
Fixed Term Exclusion		When a school 'excludes' a child from attending for a specific period of time. This can be for one or more periods, and for up to 45 days, in one academic year. See also 'Exclusion' and 'Permanent Exclusion'.
FOI	Freedom of Information	Request made to the local authority for information under the Freedom of Information Act 2000.
FR	First Response Social Work Team	Through the MASH process, the team to which cases are referred when there is a significant child protection concern. See also 'MASH'.
FSM	Free School Meals	Free school meals are provided for children whose families are in receipt of benefits such as income support or income based job seeker's allowance
FSP	[Early Years] Foundation Stage Profile	See 'EYFSP'.
FTE	First Time Entrant (to Youth Justice)	Young person who commits an offence and enters the youth justice system for the first time.
FTE	Full Time Equivalent	Term used in school finance to count the number of pupils who attend full time, calculated as 25 hours per week.
HE	Higher Education	Commonly used to refer to post-18/19 education in Universities or colleges.
HI	Hearing Impairment	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
HV	Health Visitor	Qualified nurse or midwife primarily providing health and support services to new parents and pre-school children.
ICPC	Initial Child Protection Conference	First Case Conference held when there has been a child protection investigation. See also 'CPC'.
IDACI	Income Deprivation Affecting Children Index	Measure, in a local area, of the proportion of children under the age of 16 that live in low income households.
IEP	Individual Education Plan	Individualised plan for learning for children with Special Education Needs or Disability.
IGC	Intergenerational Centre	Former name of the Acacia Centre. See also 'Acacia Centre'.
IMD	Indices of Multiple Deprivation	Measure of the level of deprivation in an area.
IRO	Independent Reviewing Officer	Responsible for quality assuring the care planning process for looked after children (LAC) and children with a child protection plan (CPP), and ensuring that his/her current wishes and feelings are given full consideration. See also 'LAC' and 'CPP'.
IYSS	Integrated Youth Support System	Database which tracks young people's (aged 16-19) engagement in education, training and employment. See also 'EET' and 'NEET'.
JSNA	Joint Strategic Needs Assessment	Assessment of the current and future health and social needs of people living in Merton to help inform commissioners of health and care services to best meet those needs
KS1	Key Stage 1	Legal term for schooling in maintained primary schools during Year 1 and Year 2.
KS2	Key Stage 2	Legal term for schooling in maintained primary schools during Years 3-6.

KS3	Key Stage 3	Legal term for schooling in maintained secondary schools during Years 7-9.
KS4	Key Stage 4	Legal term for schooling in maintained secondary schools during Years 10-11.
LA	Local authority	
LAC	Looked After Children	Child who is looked after by the state. This includes those who are subject to a care order or temporarily classed as looked after on a planned basis for short breaks or respite care. The term is also used to describe 'accommodated' children and young people who are looked after on a voluntary basis at the request of, or by agreement with, their parents.
LAC, Permanency and Placements	Looked After Children, Permanency and Placements	Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
LADO	Local Authority Designated Officer	Local authority officer in children's social care who is responsible for managing child protection allegations against people who work with children in the local authority area.
LBM	London Borough of Merton	
LDD	Learning Difficulties and Disabilities	Term used to refer to individuals or groups of learners who have either a learning difficulty in relation to acquiring new skills or who learn at a different rate from their peers.
LGFL	London Grid for Learning	Consortium of the 33 London local authorities and 2,500 schools working together to provide extensive and cost effective ICT services.
LSCB	Local Safeguarding Children Board	See 'MSCB'.
MAPPA	Multi-Agency Public Protection Arrangements	Arrangements for the management, by the responsible authorities, (Probation, Prison Service and the Police) of registered sex offenders, violent and other types of sexual offenders, and offenders who pose a serious risk of harm to the public.
MARAC	Multi-Agency Risk Assessment Conference	Multi-agency meeting where information is shared on the borough's highest risk domestic abuse cases.
MASH	Multi-Agency Safeguarding Hub	Single point of contact to children's services where there is a concern about a child and their family. Staff in the MASH are from a range of agencies - children's social care, police, health, education - and combine their knowledge to make the most appropriate and informed decisions to keep children safe from harm.
MASH and Child Protection		Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
MEP	Merton Education Partnership	Formal collaboration of Merton state schools to ensure the best educational outcomes for children and young people through school to school support and joint procurement.
MLD	Moderate Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.

MSCB	Merton Safeguarding Children Board	Merton's Local Safeguard Children Board which ensures good and robust systems to safeguard children. See also 'safeguarding'.
MSI	Merton School Improvement [Service]	Service area in the Children, Schools and Families Department, Education Division.
MSI	Multi-Sensory Impairment	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
MST	Multi Systemic Therapy	Intensive family therapy in the home to young people with complex clinical, social and educational problems with the aim of preventing family breakdown.
MVSC	Merton Voluntary Sector Council	Support and advice to the voluntary and community sector in Merton.
MWBM	Merton Well Being Model [alternative for CYPWBM]	Framework used across Merton's Children's Trust to identify need and secure appropriate services. See also 'Children's Trust Board'.
NC	National Curriculum	Set of subjects and standards used by primary and secondary schools so children learn the same things. It covers what subjects are taught and the standards children should reach in each subject.
NEET	Not in Education, Employment or Training	Term used in relation to monitoring the number of young people aged 16-18 who are not in education, training or employment. See also 'EET'.
NFA	No Further Action	Decision made about a case that is referred to the MASH process, where it is decided that there is no child protection concern. See also 'MASH'.
NQSW	Newly Qualified Social Worker	Social worker who is in the first two years of post-qualification.
NQT	Newly Qualified Teacher	New teacher's three-term period of assessment, usually completed in a single school year.
NtG	Narrowing the Gap	Programme hosted by the Local Government Association which aimed to 'Narrow the Gap' in outcomes between vulnerable and excluded children and others, against a context of improving outcomes for all
NVQ	National Vocational Qualification	Work based awards that are achieved through assessment and training.
Ofsted	Office for Standards in Education, Children's Services and Skills	Regulatory body for services which care for children and young people, and those providing education and skills for learners of all ages.
OMP	Offender Management Panel	Multi agency panel that manages young people and adults who are a concern in the borough, as they are at a high risk of reoffending, and causing serious harm.
ONS	Office for National Statistics	UK's largest independent producer of official statistics and the recognised national statistical institute of the UK.
PA	Persistent Absence	When a pupil is absent from school for 15% or more of the academic year.
PD	Physical Disability	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
PEP	Personal Education Plan	Individualised plan for learning for looked after children. See also 'LAC'.
Permanent Exclusion		When a child is excluded permanently from school and removed from the school roll. See 'Exclusion' and 'Fixed Term Exclusion'.

PI	Performance Indicator	Measure of success of activities within an organisation or service. These will include measure of process, quality, outcome, perception and value for money.
PMLD	Profound and Multiple Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
PPP	Policy, Planning and Performance [Service]	Service area in the Children, Schools and Families Department, Commissioning, Strategy and Performance Division
PRU	Pupil Referral Unit	Local authority maintained establishment that provides education for children who are excluded, sick, or otherwise unable to attend a mainstream or special maintained school. See also 'Exclusion'.
PSHE	Personal, Social and Health Education	Part of the national curriculum in secondary schools, a planned programme of education aimed at equipping young people with the knowledge, understanding, attitudes and practical skills to live healthily, safely, productively and responsibly. See also 'NC'.
PVI	Private, Voluntary and Independent [Sector]	Term used to describe organisations outside of the local authority. Commonly used in reference to nurseries and schools.
QA	Quality Assurance	Assessing the quality of service delivery by a standard set of criteria, or 'quality framework'.
RAG	Red, Amber, Green	Rating system used to identify the level of success achieved against a performance measure.
RCPC	Review Child Protection Conference	Case conference which is held within 3 months of the Initial Child Protection Conference. See also 'CPC' and 'ICPC'.
Reception		First year of statutory schooling, which in Merton begins in the September of the academic year in which the child turns age 5.
RI	Racist incidents	Incidents in schools, recorded by schools and reported to the local authority, involving racist bullying/ racism.
RPA	Raising Participation Age	Increasing the age to which all young people in England must continue in education or training, requiring them to continue until the end of the academic year in which they turn 17 from 2013 and until their 18th birthday from 2015.
S17	Section 17	Section 17 of the Children Act 1989 which covers Children in Need (CIN).
S47	Section 47	Section 47 of the Children Act 1989 which covers Children suffering or likely to suffer, significant harm.
Safeguarding		Range of activities which seek to: protect children from maltreatment; prevent impairment of children's health or development; and ensure children are growing up in circumstances consistent with the provision of safe and effective care. See also 'Child Protection'.
Safeguarding, Standards and Training	Safeguarding, Standards and Training [Service]	Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.

SaLT	Speech and Language Therapy	Assessment and treatment of speech, language and communication problems in children and young people to enable them to communicate to the best of their ability.
School Action (A)		Support in school for a child with learning difficulties who is not making progress. This may involve extra teachers, different learning materials, special equipment or a different teaching strategy.
School Action Plus (P)		Process of support implemented when 'School Action' has not been able to help a child with learning difficulties to make adequate progress. At this level the school will seek external advice from agencies including the local authority support services, health services and children's social care. See also 'School Action'.
School Organisation and Contracts		Service area in the Children, Schools and Families Department, Commissioning, Strategy and Performance Division.
SDQ	Strengths and difficulties questionnaire	Completed by the main carer of a looked after child, and used in the local authority data collection on the emotional health and well-being of looked after children. This data is submitted to the Department for Education as part of the SSDA 903 return. See also 'SSDA 903'.
SEAL	Social and Emotional Aspects of Learning	Programme in schools which implements a holistic approach to promoting the social and emotional skills that underpin effective learning, positive behaviour, regular attendance, staff effectiveness and the emotional health and well-being of all who learn and work in school.
SEN	Special Educational Needs	Pupils who have a significantly greater difficulty in learning than the majority of pupils of their age, or have a disability which means that they cannot make full use of the general educational facilities provided for pupils of their age.
SEND	Special Educational Needs and Disabilities.	Term used to describe children and young people with SEN (see 'SEN') and disabilities (see 'CWD').
SENDIS	Special Educational Needs and Disabilities Integrated Service	Service area in the Children, Schools and Families Department, Education Division.
SGO	Special Guardianship Order	Secures permanent care for a child by a family member, such as grandparent, aunt or uncle, while maintaining a legal relationship with the birth family.
Short Breaks		Previously known as 'respite care' short breaks give children and young people with disabilities the chance to do something they enjoy, while giving parents time away from caring.
SLA	Service Level Agreement	Formal document that defines a working relationship between parties to a service contract.
SLCN	Speech, Language and Communication Needs	Type of Special Educational Need in the 'Communication and Interaction Needs' category.

SLD	Severe Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
SMART Centre (The)		See 'PRU'.
SN	Statistical neighbours	Local authorities who have a similar demographic profile to the London Borough of Merton, and thus make useful comparators to Merton.
SOA	Super output area	Set of geographical areas, (defined after the 2001 Census) of consistent size, whose boundaries will not change, suitable for the publication of data such as the Indices of Deprivation (IMD). See also 'IMD'.
Social Work Intervention Services		Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
Specialist	Specialist level service	Service provided to children and families assessed as being at the specialist level of need (highest level) on the Merton Well Being Model. See also 'MWBVM'.
SpLD	Specific Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
SSDA 903		Annual statistical return to the Department for Education about children looked after children. See also 'LAC'.
STA	Standards and Testing Agency	Executive agency of the Department for Education, now responsible for the development and delivery of all statutory assessments from early years to the end of Key Stage 3. See also 'Key Stage 3'
Statement	Statement of Special Educational Needs	Document setting out the needs of a child with a learning difficulty and specifying the extra help they should get to meet these needs.
Supporting Families Team		Team within the Early Years and Children's Centres Service, delivering 'enhanced' level services to children aged 0-5. See also 'Early Years and Children's Centres' and 'Enhanced'.
SWLSEP	South West London School Effectiveness Partnership	Partnership between the London boroughs of Kingston, Merton, Richmond, Sutton, Wandsworth and Croydon to support their capacity for school improvement, through co-operation and joint project work.
TA	Teacher assessments	Judgement made by teachers on a pupil's progress and performance made at the end of Key Stage 2 and 3. See also 'Key Stage 2' and 'Key Stage 3'.
TAC	Team Around the Child	Multi-disciplinary team of practitioners established on a case-by-case basis to support a child, young person or family, using the common assessment framework. See also 'CAF' and 'CASA'.
TAF	Team Around the Family	See 'TAC'.
TaMHS	Targeted Mental Health in Schools	School based project aiming to improve the mental and emotional health in children and young people, focussing on both staff training, and interventions with pupils.

TASC	Team for Autistic Spectrum and Communication Conditions	Team within the Special Educational Needs and Disabilities Integrated Service responsible for supporting children living in Merton who have a diagnoses of Autistic Spectrum Disorder, or communication disorder, and who are attending mainstream schools.
TF	Transforming Families	Merton's implementation of the national Troubled Families Initiative, which aims to address persistent worklessness, offending and anti social behaviour in families, and low school attendance.
TF Casework Team	Transforming Families Casework Team	Team within Family and Adolescent Services, delivering the Transforming Families initiative. See also 'TF' and 'Family and Adolescent Services'.
TP	Teenage pregnancy	Service responsible for delivering advice and guidance to young people on contraception and sexual health, sex and relationships and support to pregnant teenagers and teenage parents.
UA	Unauthorised absence	Absence from school not authorised by the school. See also 'Authorised Absence'.
Universal	Universal level service	Service provided to children and families assessed as being at the universal level of need (lowest level) on the Merton Well Being Model. See also 'MWBM'.
UPN	Unique Pupil Number	Unique identifying number assigned to school pupils.
URN	Unique Reference Number	Unique identifying number assigned educational establishments.
VA	Value Added	See 'CVA'
VBS	Virtual Behaviour Service	Team within the Education Inclusion Service area supporting pupils with behaviour problems in school. See also 'Education Inclusion'.
VCS	Voluntary and Community Sector	Organisations and community groups with charitable objectives providing not for profit services.
VCT	Vulnerable Children Team	Team within the MASH and Child Protection [Service], delivering 'enhanced' level services to children aged 5-18. See also 'MASH and Child Protection' and 'Enhanced'.
VI	Visual Impairment	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
Virtual School for LAC	Virtual School for Looked After Children	Team within the Merton School Improvement Service area supporting the educational attainment of Merton's looked after children. See also 'LAC'.
VRQ	Vocationally Related Qualifications	Widely recognised professional qualifications, enabling learners to improve their knowledge, skills and understanding of specific areas of employment.
YISP	Youth Inclusion Support Panel	Panel which identifies and supports young people, aged 8 to 13 who are at a high risk of offending and antisocial behaviour.
YJB	Youth Justice Board	Executive non-departmental public body overseeing the youth justice system in England and Wales. It works to prevent offending and reoffending by children and young people under the age of 18, and ensures that custody for them is safe, secure, and addresses the causes of their offending behaviour.
YJS	Youth Justice Service	Team within Family and Adolescent Services. See also 'Family and Adolescent Services'.

YMT	Young Merton Together	Bi-monthly web based publication for Merton's Children's Trust.
YOT	Youth Offending Team	Merton team which is part of the criminal justice system, and also works with young people at early stages of offending, or who may be at risk of crime or anti social behaviour.