

Please look at the Norfolk SEND Partnership website for all our leaflets and newsletters



You will also find an online application form along with details of dates and venues of forthcoming courses. We generally run two courses each year in different parts of the county.

To find out more about becoming an Independent Partnership Supporter or to chat about the training please ring the SEND Partnership office.

For paper copies of our leaflets, newsletter, application and booking forms along with details of dates and venues, please ring the office.

Please pay particular attention to the leaflets called Norfolk SEND Partnership; The Independent Partnership Supporter and The Independent Partnership Supporter at Meetings.

To contact us:

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Information Advice and Support Service
148 Woodside Road
Norwich NR7 9QL**

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Independent Partnership Supporter Training

This leaflet explains how our training course will develop your knowledge and skills to become a volunteer



The Independent Partnership Supporter (IPS) training course will help you to develop the knowledge and skills that you will need in order to support young people and parents who have children with special educational needs and disabilities.



- You should be confident to read and explain written documents to others, make notes and help fill in forms. Support is available if you have a disability or a specific learning difficulty such as dyslexia.
- The course is quality assured by Gateway Qualifications
- This means that if you successfully complete the course you will get a Gateway Qualifications certificate
- The course runs over 8 weeks for 1 day each week between 9.30am and 3.30pm with final interviews on week 9.
- There is no charge for those becoming an IPS
- There are about 37 hours spent in class and 13 hours of homework
- In order to volunteer you must be able to support young people and parents during the day and have transport.

There is an introductory session where you will be able to discuss both the role of the IPS and the course in detail.

After this we hold informal interviews and then contact people to confirm places on the course. Everyone who is hoping to be an IPS must give two references and agree to an enhanced data and barring check (DBS).

On each day of the course you will have a short one to one support session with a tutor.

As well as input from the course tutors you will also participate in sessions involving local authority staff, school staff, voluntary sector representatives, parents, experienced independent parental supporters and independent trainers.

The course will include workshops on communication; the Special Education Needs and Disability (SEND) Code of Practice; local SEN policies and procedures; the role of the SEN coordinator; the role of the Additional Needs Coordinator; statutory assessment and statements; disability awareness; child protection and personal safety.

You will be assessed throughout the course in a variety of ways including:

- observation during simulated situations.
- questions and answers during group discussions
- written work showing an understanding of SEN processes and procedures
- compiling a resource folder
- a final interview.

