

BIRMINGHAM SEND



**SEND Co-production
Award Scheme**

**INFORMATION
PACK**

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Always respect children





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Foreward

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Director for Children and Families - Birmingham City Council

Chief Executive - Birmingham Children's Trust

Deputy Chief Executive and Chief Nursing Officer - NHS Birmingham and Solihull

Chair - Birmingham Parent Carer Forum

Director of SEND and Inclusion - Birmingham City Council

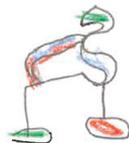
We would like to thank the children and young people, parents and carers and all professionals who gave up their time and shared their expertise in the development of this Birmingham SEND Co-production Award Scheme. We hope this award scheme will be a useful tool for organisations committed to delivering excellent services and outcomes for SEND children and young people and their families in Birmingham.

This Award Scheme will support organisations to fulfil their statutory obligations to co-production as detailed in the SEND Code of Practice 2015, Children and Families Act 2014 and the Area SEND inspections: framework and handbook 2023.

This Award Scheme seeks to embed the [SEND Co-production Framework and Charter](#) across all Birmingham organisations supporting SEND children and young people and their families. The award scheme will enable organisations to demonstrate how they co-produce with children and young people and their families, placing them at the heart of their services. The four stages of this award scheme will support organisations to capture and celebrate co-production activity.

Members of the Birmingham SEND Co-production Champions Group will oversee the award scheme and offer a 'support and challenge' function for organisations seeking an award. The scheme fully supports our vision for SEND in Birmingham and our co-produced priorities across education, health and social care as set out in the Birmingham SEND Strategy 2023-2028.

We look forward to working with our partners to embed co-production across the SEND landscape in Birmingham.



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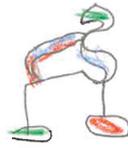
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The purpose of the award scheme

The purpose of developing this Birmingham SEND Co-production Award Scheme is to:

- Embed the [Co-production Framework and Charter](#) across all Birmingham SEND Services.
- Strengthen and empower the voices of children and young people and parents and carers and ensure they are heard and taken into account in the commissioning, design, delivery and assessment of such services.
- Capture, recognise, measure the quality of, and celebrate co-production activity.
- Enable organisations fulfil their statutory obligations to co-production as detailed in the SEND Code of Practice 2015, Children and Families Act 2014 and the Area SEND inspections: framework and handbook 2023. (See legislative references in Appendix 5)



The four stages of the award scheme

Organisations will receive awards by completing the following stages:

Bronze: For organisations to receive the Bronze Award, they will need to **Sign Up** to the [Co-production Framework and Charter](#). They can do this by completing a **Registration Form**. (See Appendix 3) This symbolises their commitment to the principles outlined in the framework.

Silver: For organisations to receive the Silver Award, they will need to create and submit a **Delivery Plan** which sets out what actions they will take across the 4C's of Co-production (Co-commissioning, Co-design, Co-delivery, and Co-assessment) as outlined in the Co-production Framework and Charter.

Gold: For organisations to receive the Gold Award, they will need to produce an **Evidence Portfolio**, showing how their delivery plan has been implemented and what impact this has made to improve the lives of children, young people, parents and carers. Organisations can use a range of sources for their evidence of co-production such as photos, case studies, surveys, publicity materials etc.

Platinum: For organisations to receive the Platinum Award, they will need to evidence their long term commitment to **Embed** co-production. Examples could include: equipping staff with co-production training; demonstrating multi-agency partnership working; resourcing and sustaining co-production activity; marketing co-production; and evidencing how co-production is making a positive difference in practice.



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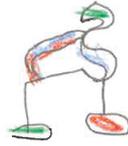


Who can apply for the awards?

- The award scheme is open to all Birmingham based organisations working across education, health and social care and the voluntary sector that can demonstrate how they are co-producing SEND Services with children, young people, parent carers and carers.

How to apply for the awards?

- For organisations to receive the Bronze stage of this award scheme, they need to make a formal commitment to the Birmingham SEND Co-production Framework and Charter. They can do this by signing and submitting their Registration Form. (See Appendix 3 to access the form)
- Organisations can then progress onto the silver, gold and platinum levels.



How long does the award last?

- Bronze and Silver Awards will be signed and dated and will remain with the organisation indefinitely.
- Gold or Platinum awards are date limited and each organisation will need to submit an annual re-validation statement with supporting evidence to demonstrate continued co-production practices maintained to the same standards.



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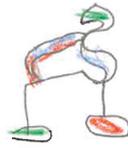


How the awards will be assessed and approved?

Members of the Birmingham SEND Co-production Champions Group will assess and offer a 'support and challenge' function for organisations taking part in this award scheme. The champions group comprises of young people, parents and carers and multi-agency professionals working across education, health, social care and the voluntary sector.

The Birmingham SEND Co-production Champions Group will undertake the follow actions:

- Check that organisations have **signed up to the SEND Co-production Framework and Charter.**
- Review organisational **delivery plans** to ensure they enable co-production in line with the Framework and Charter.
- Assess whether co-production activity aligns with overarching policies and strategies such as the Birmingham SEND Strategy.
- Examine the **evidence portfolio**, including case studies, minutes, satisfaction surveys and evaluation forms. This is to ensure genuine co-production has taken place.
- Conduct monitoring visits and interviews with staff and service users.
- Determine the positive impact on SEND children, young people, parents, and carers.



Organisational commitment to co-production

SEND organisations will need to demonstrate their commitment to a 'citizen centred' approach to co-production as outlined in the Ladder of Participation diagram below:

The SEND Code of Practice 2015 makes it clear that children, young people, parents and carers should be involved in the planning delivery and review of SEND services and that this can and should happen in different ways - at different times.

However, different levels of participation can be used to plan, deliver and review SEND services, as shown in the diagram. It is important that the most appropriate method of engagement on the Ladder of Participation is agreed with children, young people, parents and carers. Not all circumstances will lend themselves to co-production, but wherever possible it should be considered the default option.





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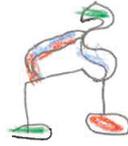


Measuring the impact of co-production

For organisations to gain these awards, they will need to evidence how they are making a positive impact for SEND children, young people, parents, and carers against the following eight principles detailed in the SEND Co-production Framework and Charter Principles:

- 1 Trusted and Able to Trust:** Create working relationships where there is safety, mutual respect, shared understanding, and confidence to do the best for children, young people, and families, recognising that this also implies continuity of relationships.
- 2 Listened to and Heard:** Find out about, and really pay attention to, what is being said about SEND services and use this information to make changes.
- 3 Treated with Transparency and Openness:** Share knowledge and information at the earliest opportunity, and explain decisions clearly, so that children, young people, parents and carers are confident that the system 'tells us how it is'.
- 4 Fully Communicated with:** Develop a culture of early, open, responsive, and respectful conversation and information exchange at all levels of SEND support from strategic activities to individual planning for children and young people.
- 5 Involved:** Ensure all participants have valuable roles to play in contributing to decision making and actions that represent a holistic approach.
- 6 Empowered:** Ensure all participants have the opportunity to develop and to use their knowledge, understanding, skills and lived experience of SEND to improve the outcomes experienced by SEND families.
- 7 Equal:** Start from the position that no one group, or person is more important than anyone else and everyone has skills, abilities, and time to contribute – it's about equal partnerships between people who use services, carers, and professionals.
- 8 Accountable and Able to Hold to Account:** All SEND stakeholders share ownership and responsibility for successful implementation of the Co-Production Framework.

These eight principles have also been cross-referenced with the United Nations Convention on the Rights of the Child (CRC). See Appendix 1



Celebrating achievements

Organisations will receive a certificate at each stage of the award and can use their awarded logos on their letterheads and publicity materials etc.

Organisations are encouraged to widely publicise their achievements at every stage of this award scheme.

Organisations will have the opportunity to showcase the impact of their work
Birmingham Local Offer website: www.localofferbirmingham.co.uk

Organisations can celebrate their award achievements by holding 'Award Recognition Events' with their staff and communities.



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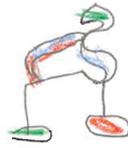
The Birmingham SEND co-production award scheme criteria

BRONZE AWARD

For organisations to receive the Bronze Award, they will need to **Sign Up** to the [Co-production Framework and Charter](#). They can do this by completing a Registration Form. (See Appendix 3) The registration form can also be found on the Local Offer page. See link here: [Registration Form](#)

Evidence of Commitment

Following the submission of the registration form, a meeting will be held between the organisation and representatives of the SEND Co-production Champions Group. This meeting will discuss and assess the organisations commitment to the principles outlined in the Co-production Framework and Charter and the next stages of the award scheme.



SILVER AWARD

For organisations to receive the Silver Award, they will need to create a **Delivery Plan** which sets out what actions they will take across the 4C's of Co-production (Co-commissioning, Co-design, Co-delivery, and Co-assessment) as outlined in the [Co-production Framework and Charter](#). The Delivery Plan will then need to be submitted to the SEND Co-production Champions Group for approval.

Evidence of Planning

Organisation Delivery Plans will need to be Specific, Measurable, Achievable, Realistic and Time-scaled (SMART) and include:

- A set of actions based on identified service improvements and evidence of children, young people, parents and carers needs/aspirations.
- Multi-agency and citizen representation.
- Actions need to take place to address any barrier to participation and co-production.
- Clear milestones.
- Realistic timescales.
- Ensure the budget, resources and any agreed incentives are in place for those involved in co-production activities and initiatives.
- Ensure review and evaluation methods are in place.



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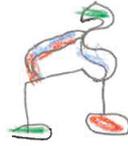
GOLD AWARD

For organisations to receive the Gold Award, they will need to produce an **Evidence Portfolio**, showing how their delivery plan has been implemented within the agreed timescales. Organisations can use a range of sources to evidence their impact of co-production such as; photos, case studies, surveys, publicity materials etc.

Evidence of Impact

Organisation Evidence Portfolios will need to demonstrate:

- Active involvement and 'voice' of children, young people, parents and carers from the start to the finish of the process.
- How any barriers to participation have been identified and overcome
- How both staff and service users have been trained and equipped to participate in co-production.
- Evidence of multi-agency collaboration taking place.
- Evidence of improved outcomes for children and young people and parents and carers.



PLATINUM AWARD

For organisations to receive the Platinum Award, they will need to evidence their long-term commitment to **Embed** co-production.

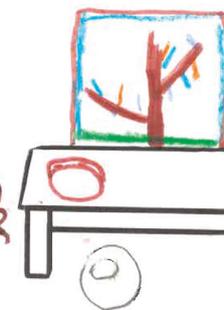
Evidence of Embedding

Organisation evidence of embedding co-production will need to demonstrate:

- A set of actions based on identified service improvements and evidence of community needs/aspirations.
- The positive impact of co-production for SEND children and their families.
- How they have equipped staff and recipients of services with co-production training.
- How any agreed rewards and incentives have supported participation and engagement.
- How co-production has been marketed and promoted across their organisation and networks.
- How the organisations plans, policies and strategies evidence an adherence to SEND legislation. (See Appendix 5)
- The effectiveness of multi-agency collaboration.



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Appendix 1

SEND Co-production Framework and Charter Principles cross-referenced to the United Nations Convention on the Rights of the Child (CRC)

Organisations undertaking the Birmingham Co-Production Award Scheme are encouraged to use the table below to demonstrate how they are making an impact against these Principles and the CRC Articles. These Principles and Pledges can be cross-referenced with key CRC Articles relating to SEND which can also be found in the Rights Respecting Schools Award (RRSA). Schools and organisations undertaking the Birmingham Co-Production Award Scheme are encouraged to use the table below to support evidence and to demonstrate how they are making an impact against these Rights, Principles, and Pledges.

8 Guiding Principles outlined in the SEND Co-production Framework and Charter

1 Trusted and Able to Trust:

Create working relationships where there is safety, mutual respect, shared understanding, and confidence to do the best for children young people and families, recognising that this also implies continuity of relationships.

CRC Articles: 2, 3, 8, 12, 13, 14, 15, 16, 17, 18, 19, 23, 24, 26, 27, 28, 29, 30, 31.

2 Listened to and Heard:

Find out about, and really pay attention to, what is being said about SEND services and use this information to make changes.

CRC Articles: 2, 3, 12, 13, 14, 15, 17, 23, 27.

3 Treated with Transparency and Openness:

Share knowledge and information at the earliest opportunity, and explain decisions clearly, so that children, young people, parents and carers are confident that the system 'tells us how it is'.

CRC Articles: 2, 3, 8, 12, 13, 14, 17, 19, 23, 24, 26, 27, 28, 29, 30

4 Fully Communicated with:

Develop a culture of early, open, responsive and respectful conversation and information exchange at all levels of SEND support from strategic activities to individual planning for children and young people.

CRC Articles: 2, 3, 8, 12, 13, 14, 17, 19, 23, 24, 26, 27, 28, 29, 30 and 31.

5 Involved:

Ensure all participants have valuable roles to play in contributing to decision making and actions that represent a holistic approach.

CRC Articles: 2, 3, 8, 12, 13, 14, 15, 17, 19, 23, 24, 26, 27, 28, 29, 30 and 31.

6 Empowered:

Ensure all participants have the opportunity to develop and to use their knowledge, understanding, skills and lived experience of SEND to improve the outcomes experienced by SEND families.

CRC Articles: 2, 3, 8, 12, 13, 14, 15, 16, 17, 19, 23, 24, 26, 28, 29, 30, 31.

7 Equal:

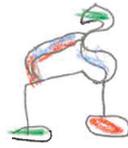
Start from the position that no one group, or person is more important than anyone else and everyone has skills, abilities, and time to contribute – it's about equal partnerships between people who use services, carers, and professionals.

CRC Articles: 2, 12, 13, 14, 23, 27, 28, 29, 30.

8 Accountable and Able to Hold to Account:

All SEND stakeholders share ownership and responsibility for successful implementation of the Co-Production Framework.

CRC Articles: 2, 3, 8, 12, 13, 14, 17, 19, 23, 24, 26, 27, 28, 29, 30 and 31.



Appendix 2

United Nations Convention on the Rights of the Child (CRC)

The table details the CRC Children’s Rights relating to SEND Services.

The full summary of these Children’s Rights can be found via this link:

[UNCRC summary of children’s rights PDF \(unicef.org.uk\)](https://www.unicef.org/uk/childrens-rights)

Article 1 (definition of the child)

Everyone under the age of 18 has all the rights in the Convention.

Article 2 (non-discrimination)

The Convention applies to every child without discrimination, whatever their ethnicity, sex, religion, language, abilities, or any other status, whatever they think or say, whatever their family background.

Article 3 (best interests of the child)

The best interests of the child must be a top priority in all decisions and actions that affect children.

Article 4 (implementation of the Convention)

Governments must do all they can to make sure every child can enjoy their rights by creating systems and passing laws that promote and protect children’s rights.

Article 8 (protection and preservation of identity)

Every child has the right to an identity. Governments must respect and protect that right, and prevent the child’s name, nationality, or family relationships from being changed unlawfully.

Article 12 (respect for the views of the child)

Every child has the right to express their views, feelings and wishes in all matters affecting them, and to have their views considered and taken seriously. This right applies at all times, for example during immigration proceedings, housing decisions or the child’s day-to-day home life.

Article 13 (freedom of expression)

Every child must be free to express their thoughts and opinions and to access all kinds of information, as long as it is within the law.

Article 14 (freedom of thought, belief and religion)

Every child has the right to think and believe what they choose and also to practise their religion, as long as they are not stopping other people from enjoying their rights. Governments must respect the rights and responsibilities of parents to guide their child as they grow up.

Article 15 (freedom of association)

Every child has the right to meet with other children and to join groups and organisations, as long as this does not stop other people from enjoying their rights

Article 16 (right to privacy)

Every child has the right to privacy. The law should protect the child’s private, family and home life, including protecting children from unlawful attacks that harm their reputation.



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Article 17 (access to information from the media)

Every child has the right to reliable information from a variety of sources, and governments should encourage the media to provide information that children can understand. Governments must help protect children from materials that could harm them.

Article 18 (parental responsibilities and state assistance)

Both parents share responsibility for bringing up their child and should always consider what is best for the child. Governments must support parents by creating support services for children and giving parents the help they need to raise their children.

Article 19 (protection from violence, abuse, and neglect)

Governments must do all they can to ensure that children are protected from all forms of violence, abuse, neglect and bad treatment by their parents or anyone else who looks after them.

Article 23 (children with a disability)

A child with a disability has the right to live a full and decent life with dignity and, as far as possible, independence and to play an active part in the community. Governments must do all they can to support disabled children and their families.

Article 24 (health and health services)

Every child has the right to the best possible health. Governments must provide good quality health care, clean water, nutritious food, and a clean environment and education on health and well-being so that children can stay healthy. Richer countries must help poorer countries achieve this.

Article 26 (social security)

Every child has the right to benefit from social security. Governments must provide social security, including financial support and other benefits, to families in need of assistance.

Article 27 (adequate standard of living)

Every child has the right to a standard of living that is good enough to meet their physical and social needs and support their development. Governments must help families who cannot afford to provide this.

Article 28 (right to education)

Every child has the right to an education. Primary education must be free and different forms of secondary education must be available to every child. Discipline in schools must respect children's dignity and their rights. Richer countries must help poorer countries achieve this.

Article 29 (goals of education)

Education must develop every child's personality, talents, and abilities to the full. It must encourage the child's respect for human rights, as well as respect for their parents, their own and other cultures, and the environment.

Article 30 (children from minority or indigenous groups)

Every child has the right to learn and use the language, customs, and religion of their family, whether or not these are shared by the majority of the people in the country where they live.

Article 31 (leisure, play and culture)

Every child has the right to relax, play and take part in a wide range of cultural and artistic activities.

Article 42 (knowledge of rights)

Governments must actively work to make sure children and adults know about the Convention.

Appendix 3

BIRMINGHAM SEND



REGISTRATION FORM

Name of organisation:

Address of the organisation:

Email contact:

Telephone contact:

Co-production lead/s:

Registration date:

Please provide a short description of your organisation and it's commitment to the Birmingham SEND Co-production Framework and Charter:



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Appendix 4

Glossary of terms

CHILDREN AND YOUNG PEOPLE (CYP) - All groups of children, young people and young adults from birth to age 25.

CHILDREN AND FAMILIES ACT 2014 - Legislation that brought together a number of changes to services for children and young people and families. The changes cover the family justice system, virtual schools for looked after children, adoption, childcare, shared parental leave and flexible working, and services for children and young people with Special Educational Needs and/or Disabilities (SEND). The provisions in the Act which relate to SEND came into force in September 2014.

CO-PRODUCTION - Co-production should be considered as moving beyond involvement, participation, and engagement with SEND children and young people, parents and carers, towards something that is about people who use SEND services being treated equally and having a more powerful role in the services they receive, so that their experience of these services is more meaningful and more in tune with what they need. There is no single agreed definition of co-production in the public services system, either in the UK or internationally. However, the Birmingham SEND Local Area Partnership has consulted widely with parents and carers to build a local definition that works for them. From this process, the following definition has emerged: *'For us, co-production is about placing equal value on the contributions of children, young people, parents, carers, and professionals in making decisions and improving the services received and the experiences and outcomes of those living with SEND in Birmingham.'* *'Co-production therefore requires involving people in an open and*

inclusive manner right from the very start of their experiences with public services, as a means of building and maintaining trust, so that they can contribute fully to the commissioning, design, delivery and evaluation of services and outcomes.'

DELIVERY PLAN - A delivery plan details how different parts of the project will be carried out. They are the 'how' of the project. Project delivery plans usually include a description of what the plan covers, dependences, assumptions, scope, schedule, budgets, and controls.

EMBEDDING - Existing or firmly attached within something or under the surface.

DFE - Department for Education

FAMILY - Incorporates parents/carers and anyone seen as 'family members' who directly support and care for children, young people, and young adults.

IMPACT - The primary and secondary long-term effects produced by an action.

LOCAL OFFER - Provision available from the partners in Birmingham to support children and young people with additional needs. It is NOT the graduated response or a universal offer of support.

LOCAL OFFER WEBSITE - Online platform where providers of services share their service descriptions and where families and professionals can search for local processes/ systems and contact details.

PLANS - All types of written plans across Education, Health and Care.

Provision - All types of help and support that meet need. Education, Health and Care services, including education settings, Birmingham centralised education teams, school improvement activity, health services, social care team(s) and voluntary and community services.

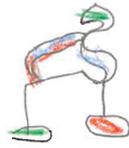
UNCRC - United Nations Convention on the Rights of the Child (CRC)

UNICEF - originally called the United Nations International Children's Emergency Fund in full, now officially United Nations Children's Fund, is an agency of the United Nations responsible for providing humanitarian and developmental aid to children worldwide.

SEND - Special Educational Needs and Disability.

SEND CODE OF PRACTICE - A guide for schools and local education authorities about the help given to children with special educational needs. Schools and local authorities must have regard to the Code when working with a child with Special Educational Needs and Disabilities

SERVICES - Any service across Education, Health and Care, including statutory social care services (including adult social care), supporting children and young people.



Appendix 5

References

A summary of the UN Convention on the Rights of the Child [UNCRC summary-1 1.pdf \(unicef.org.uk\)](#)

Area SEND Inspections: framework and handbook 2023 [Area SEND inspections: framework and handbook - GOV.UK \(www.gov.uk\)](#)

Children, young people, and their families participate in decision making about their individual plans and support.

Point 51. Inspectors will take account of the extent to which:

- Children and young people access impartial information, advice and support that enable them to make informed choices about their future.
- Children, young people and families are supported to understand their rights, make choices and contribute to decision-making about their plans and support.

Leaders actively engage and work with children, young people, and families.

Point 56. Inspectors will take account of the extent to which:

- Leaders consider the specific needs of groups of children and young people with SEND, and how best to engage them in co-production.
- Leaders ensure that decisions relating to services are appropriately shaped by children and young people's needs, experiences, ambitions, and outcomes.

Birmingham Inclusion Strategy 2023 – 2028 [Birmingham Inclusion Strategy 2023 to 2028 \(localofferbirmingham.co.uk\)](#)

Birmingham SEND Strategy 2023 – 2028 [Birmingham SEND Strategy 2023 - 2028 \(localofferbirmingham.co.uk\)](#)

Birmingham SEND Co-production Framework and Charter [Co-production Framework and Charter](#)

Birmingham Health and wellbeing strategy [Health and wellbeing strategy | Birmingham City Council](#)

Birmingham Learning Disability and Autism (LDA) Framework for Change 2023-2033 (Currently being co-produced)

Care Act 2014 [Care Act 2014 \(legislation.gov.uk\)](#)

Developing resilience and promoting individual strength

2.14. In developing and delivering preventative approaches to care and support, local authorities should ensure that individuals are not seen as passive recipients of support services, but are able to design care and support based around achievement of their goals. Local authorities should, where possible, actively promote participation in providing interventions that are co-produced with individuals, families, friends, carers and the community. **“Co-production” is when an individual influences the support and services received, or when groups of people get together to influence the way that services are designed, commissioned and delivered. Such interventions can contribute to developing individual resilience and help promote self-reliance and independence, as well as ensuring that services reflect what the people who use them want.**

Reviewing and developing a plan or strategy

3.55. Adopting a ‘co-production’ approach to their plan, involving user groups and people themselves, other appropriate statutory, commercial and voluntary sector service providers, and make public the plan once finalised.

Co-production with stakeholders

4.46. Local authorities should pursue the principle that market shaping and commissioning should be shared endeavours, with commissioners working alongside providers and people with care and support needs, carers, family members and the public to find shared and agreed solutions. This should be in line with the Building Capacity and Partnership in Care Agreement.36.



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Appropriate and proportionate assessments

6.36. To support co-production, the local authority should establish the individual's communication needs and seek to adapt the assessment process accordingly. In doing so local authorities must provide information about the assessment process in an accessible format.

Children and Families Act 2014 [Children and Families Act 2014 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

19 Local authority functions: supporting and involving children and young people.

In exercising a function under this Part in the case of a child or young person, a local authority in England must have regard to the following matters in particular:

- the views, wishes and feelings of the child and his or her parent, or the young person.
- the importance of the child and his or her parent, or the young person, participating as fully as possible in decisions relating to the exercise of the function concerned.
- the importance of the child and his or her parent, or the young person, being provided with the information and support necessary to enable participation in those decisions
- the need to support the child and his or her parent, or the young person, in order to facilitate the development of the child or young person and to help him or her achieve the best possible educational and other outcomes

25 Promoting integration.

(1) A local authority in England must exercise its functions under this Part with a view to ensuring the integration of educational provision and training provision with health care provision and social care provision, where it thinks that this would:

- promote the well-being of children or young people in its area who have special educational needs or a disability, or
- improve the quality of special educational provision - (i) made in its area for children or young people who have special educational needs, or (ii) made outside its area for children or young people for whom it is responsible who have special educational needs.

(2) The reference in subsection (1) to the well-being of children and young people is to their well-being so far as relating to:

- physical and mental health and emotional well-being
- protection from abuse and neglect
- control by them over their day-to-day lives
- participation in education, training, or recreation
- social and economic well-being
- domestic, family, and personal relationships
- the contribution made by them to society.

Change for Children and Young People Plan 2023-2028 [Change for Children and Young People Plan 2023-2028 - Local Offer Birmingham](#)

SEND Code of Practice 2015 (0-25 years) [SEND code of practice: 0 to 25 years - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/432464/SEND_Code_of_Practice_2015_0_to_25_years.pdf)

Preparing and reviewing the Local Offer (Involving children and young people and parents)

4.8 Local authorities must involve children with SEN or disabilities and their parents and young people with SEN or disabilities in:

- Planning the content of the Local Offer
- Deciding how to publish the Local Offer
- Reviewing the Local Offer, including by enabling them to make comments about it

4.9 Local authorities should do this in a way which ensures that children, young people and parents feel they have participated fully in the process and have a sense of co [1] ownership. This is often referred to as '**co-production**'. Local authorities should take steps to ensure that their arrangements for involving children, young people and parents include a broadly representative group of the children with SEN or disabilities and their parents and young people with SEN or disabilities in their area. 62 Parent Carer Forums, young people's forums and other local groups are useful ways to engage families.

Social Care Institute for Excellence (SCIE) [Co-production: what it is and how to do it | SCIE](#)

Think Local Act Personal (Ladder of Co-production) [thinklocalactpersonal.org.uk](https://www.thinklocalactpersonal.org.uk)

VISIT THE **NEW** BIRMINGHAM **SEND** LOCAL OFFER WEBSITE



Help, support, advice and information
for children and young people with
special educational needs and disabilities.
www.localofferbirmingham.co.uk



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