

# Individual Support Plans (ISPs)

- SEN Support: Assess, Plan, Do, Review

**The SEND Code of Practice 2015 (6.65) states:** "Where a pupil is receiving SEN support, schools should talk to parents regularly to set clear outcomes and review progress towards them, discuss the activities and support that will help achieve them, and identify the responsibilities of the parent, the pupil and the school. Schools should meet parents at least three times each year".

**6.71 continues:** A record of the outcomes, action and support agreed through the discussion should be kept and shared with all the appropriate school staff. This record should also be given to the pupil's parents.

## What is an Individual Support Plan (ISP)?

As part of the Assess, Plan, Do, Review cycle of support, schools should be reviewing the impact and quality of the support and interventions on your child or young person's progress. In other words, how effective has the support been in helping them meet their outcomes?

To do this, a child's school should meet with parents to discuss this together. West Sussex have recently launched a new template for schools, known as the Individual Support Plan (ISP).



'The West Sussex ISP has been designed to be a working document which provides an up to date and holistic view of the child or young person over time, which can move with the young person through their educational journey and supports successful transitions. In practice, when implemented successfully, the ISP becomes a central record of the strategies and interventions used to support each young person, over time and is a valuable record of the joint working between children, their families, their schools and other professionals. The ISP is a live document which can be added or referred to, as needed – ensuring that intervention and support is both child centred and tailored for each young person' - [taken from 'Tools for Schools' website](#)

## What does the ISP Contain?

### Section 1

Most of the questions on the ISP will be to focus answers from your child's point of view:

- What can I do well?
- What do I need help with?
- How best to support, communicate and work well with me?
- What do I like and what makes me happy?
- What is important for me now?
- What is important for me in the future (My aspirations)?
- Other things you need to know about me



### Individual Support Plan (ISP)

### Section 2

The next section focusses on **'My Strengths and Areas of Need'** and covers the main areas of SEND plus an additional one regarding independence:

- Cognition & Learning
- Communication and Interaction
- Social, Emotional, Mental Health
- Independence and Community Engagement

## What does the ISP contain (continued)

### Section 3

The 3rd section is divided into:

- Termly targets, (based on my areas of need)
- Strategies and support in place
- Area of need relating to target
- Review date
- Staff Progress review – what has gone well? Additional barriers identified?

After each review there is a space for:

- Child or young person's view of progress
- Parent / Carer view of progress
- Teacher reflections



### Section 4

The last is to record key events and information, such as work with other agencies or significant events affecting the child (such as family events and transitions). If information relating to the child is elsewhere in the document, it does not need to be repeated here. Information recorded may be:

- What happened?
- Who did you talk to?
- What did you find out?
- Comment / Actions and all should be dated

## For Further Information

West Sussex SEND Information, Advice and Support Service (SENDIAS) have a website with several [resources including other factsheets and more detailed guides](#), including a guide to the Graduated Approach.

This makes up part of our SEND pages which includes SEN Support, Funding and Disability in Schools

You can also contact SENDIAS if you would like to discuss your particular situation, including what options are available to you.



## Service Statement

The role of the SENDIAS service is to ensure all parents, children and young people have access to impartial information, advice and support so they can make informed decisions related to their situation. Any information that is shared with the service is in confidence unless permission has been obtained to share this with any individuals, services and agencies that may be able to help in the circumstances.

To view our policies, and privacy notice, please go to our website and choose the 'About Us' button, and 'How We Work' from the drop-down list.

## How To Contact Us

**Helpline:** 0330 222 8555

**Email address:**

send.ias@westsussex.gov.uk (parents/professionals)  
cyp.sendias@westsussex.gov.uk (age up to 25 yrs)

**Website:** [www.westsussexsendias.org](http://www.westsussexsendias.org)

**SENDIAS Blog:** <https://westsussexsendias.org/blog>

**Facebook:** <https://www.facebook.com/WSENDIAS>

**Twitter:** <https://twitter.com/wsxiias>

**SEND:** Special Educational Needs and/or Disabilities

To view all SENDIAS factsheets online: <https://bit.ly/3apJBmu>

or scan QR code:

