

Abbreviations Explained

Abbreviation	What is this?	Who is responsible? How often are they?
TAC	Team Around the Child	<ul style="list-style-type: none">• Our care team hold a TAC meeting once a month for individual residential students.• The form teacher uses the education proforma to complete a report 2 days before the TAC meeting takes place.• Save your report in Education - Residential TAC Meetings under relevant student.
LAC/ CIC	Looked After Child/ Child In Care	<ul style="list-style-type: none">• These reviews take place for children in care (school residential/care homes) on a termly basis.• They review overall wellbeing of the child in care and monitor their progress.• Form teachers will be required to provide the latest school report• Teacher/LSA or SLT will attend

ASR (Wales) EHCP (England)	Annual Statement Review Education Health Care Plan	<ul style="list-style-type: none"> • A member of SLT will lead these meetings • It is statutory that all students with a Statement or Education, Health, Care Plan must be reviewed by school yearly • Year 6,9 and 11 must be completed before end of Autumn term (Careers Wales attends) • An invite will be sent via admin • Form teachers make sure the pupil's assessment area is up to date at least 3 weeks before meeting • Pastoral will provide a breakdown of PI and Incidents (and attend if necessary) • TaPT will provide a report (if applicable) and attend if necessary • Family and pupil views are required prior to these meetings
PEP	Personal Education Plan	<ul style="list-style-type: none"> • Social Workers and/or Virtual Schools (Local Authority (LA) lead) will organise

		<p>these meetings which may be termly or yearly.</p> <ul style="list-style-type: none"> • Form teachers are required to complete PEP documents using up to date Individual Education Plan (IEP) targets for student with next steps. • IEP's reflect students Additional Learning Needs (ALN) • Some Social Workers/LA's will require you to upload information on their format which is generally an online form • Some LAs like to meet to discuss PEPs
NGRT NGST PTM PTS	National Graded Reading Test National Graded Spelling Test Progress Test in Maths Progress Test in Science	<ul style="list-style-type: none"> • All students in school complete online assessment tests every term. • This helps teachers to identify gaps in learning and monitor progression. • These tests also provide predicted GCSE grading. • The CAT tests are completed upon arrival of new students and change of key-stage.

CAT	Cognitive Abilities Test	<p>These indicate possible potential of achievement and attainment</p> <ul style="list-style-type: none"> • Form teachers have responsibility to ensure their students engage with all assessments and that they are completed in exam conditions. • Form teachers are responsible to make sure this information is uploaded into pupils assessment area
PI	Physical Intervention	<ul style="list-style-type: none"> • If a student displays unsafe behaviours towards themselves and/or others then trained staff may engage a young person in a physical intervention. • All staff working directly with students will have received training.
SDP/ SER/ SAR	School Development Plan/ School Evaluation Report/ Standards Assessment Report	<ul style="list-style-type: none"> • These are continually updated and shared with the whole school team. • Teachers often collaborate during weekly meetings to ensure we are

		<p>1. Meeting our school's current development outcomes.</p> <p>2. Planning for raising overall standards.</p>
LNF/DCF	Literacy and Numeracy Framework for Wales/ Digital Competency Framework for Wales	<ul style="list-style-type: none"> • These are a curriculum planning tool to help teachers of all subjects, think about how they can plan and provide opportunities for pupils to develop literacy, numeracy and ICT skills in practical ways in all subjects. • The Literacy and Numeracy Framework (LNF) was introduced in 2013 for pupils aged five to 14 following concerns they were falling behind. It aimed to improve how pupils read, write and express themselves in all subjects.
ACE	Attitude, Communication and Engagement	<ul style="list-style-type: none"> • This is our schools reward system for celebrating and monitoring student achievement/ progression. • It is called the ACE Olympics. Our students can earn either bronze, silver or

		<p>gold award depending on their collated points every week.</p> <ul style="list-style-type: none"> • We use these three aspects in ACE to determine how well each student has engaged during a lesson. • It provides an opportunity for our students to self-reflect on how well they have achieved in each of the ACE aspects. • We may also add that students can earn reward money with this system.
TaPT	Therapy A nd P sychology team	<ul style="list-style-type: none"> • Onsite we have support from our Occupational Therapist (OT), Speech and Language Therapist (SaLT) and Education Psychologist (EP) • They form the TAP team who provide advice and support about assessment, intervention and training.
SLT	Senior Leadership Team	<ul style="list-style-type: none"> • Our SLT currently include our Assistant Head Teacher SM, HP Vice Principal for

		Curriculum, CD Vice Principal for Pastoral and PP Principal.
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