Supporting at Meetings and Tribunals

We often get requests for SEND and You SENDIASS to attend meetings. Due to the number of parents/carers, children, and young people we support we are not able to accept all the meeting requests we receive. Meeting requests will always be considered on an individual basis, and a decision will be made based on the guidelines below:

Meetings

We may agree to attend with you where the following has been established first:

- We have been given at least 2 weeks notice of the meeting.
- There is no other friend or family member who can attend with you
- You have previously disclosed an additional support need which prevents you from being able to put across your views independently
- You are a young person and have requested independent support
- There are other access requirements that need to be addressed, for example, English is an additional language
- The meeting is a mediation or tribunal hearing and one of the above also apply.

Meetings in person (sometimes called face-to-face meetings) are subject to availability, necessity, and location. SENDIASS may offer to attend a meeting virtually, using Microsoft Teams or Zoom online, if attending a meeting in person is not possible or may be able to provide a volunteer.
If we do not agree to attend a meeting, we can provide support before the meeting or signpost you to relevant resources where enough time is given before the meeting date.

Tribunals

• SENDIASS Advisers can attend Tribunals with you if they are available and if you are unable to independently advocate for your child, or yourself and this has been agreed with us during the appeal process.
• At Tribunals, Advisers can attend in a supporter or a representative role. Attendance as a supporter or representative must be agreed with the Adviser before naming them on an appeal form.
Our role at SEND and You SENDIASS is to provide information and tools to give you the confidence to express your views, wishes, and rights. You are the best person to speak for your child or for yourself and we will not do this on your behalf unless it is absolutely necessary.