

A Guide for Parents/Carers

Person Centred Planning Review (PCP)

What are Person Centred Planning Reviews?

How do they work and what are the benefits?



Person Centred Planning has been identified by the Welsh Government as an inclusive approach, and a way of building partnerships between families and professionals in order to appropriately support the child/young person with Additional Needs.

What is a Person-Centred Planning (PCP) Review? It is all about YOUR CHILD/YOUNG PERSON (CYP) and their individual needs and aspirations/goals and ensures clear actions and support required to help them achieve this.

How often do PCP Reviews take place? Frequency can vary depending on needs/circumstances but a minimum of 1 per year MUST be held. PCP is ongoing process that is monitored by the school and can be amended/updated as the child/young person needs change.

Will it be formal? This is a formal process to identify provision/support and identify who is best placed to achieve these targets along with identified timescales, but it is held in an informal manner – friendly and relaxed atmosphere.

Who will be involved/attend the PCP review? Anyone involved in their care can attend, including health professionals, educational services, school staff, parents/guardian and the child/young person.

Your child/young person has a legal right to have their voice heard and should attend the meeting if possible. If this experience is too overwhelming or likely to cause distress, their views and wishes can be presented by other professionals or specialist advocates (see links on back page)

As the parent/carer you also have a valuable contribution to make. You are invited to tell your side of the story and raise any concerns regarding your child's support and provisions.

What can you do to prepare for the PCP review?

Family	How? Things to think about	Alternatives to explore
Think about what you want to discuss? Questions you want to ask?	Parent/Child/Young person contribution form provided by school to focus your thoughts this outlines areas to focus on i.e. Like and admire, important to and for; what you feel is working and not working	Video PCP review outlining process www.snapcymru.org
Is my child expected to contribute? Voice of the child/Young person is a legal entitlement	Yes, if possible, their input is valuable 1-page profile which is a form which focuses "what is important to me?" How best to support me? Communication aids, pictures, symbols and use of smart white board can be used to demonstrate achievements	Written/video representations if child/Young person does not want to attend as the experience may cause anxieties/be overwhelming Independent Advocate for the child/Young person to meet with them, take their views and put them forward during review as they may not want to attend

Action Plan generated – targets/actions agreed by all within the PCP review to work on targets/aspirations identified

An Action Plan once everyone has had an opportunity to contribute and record the relevant information, key important themes will be identified and added to the action plan in a format outlining “What needs to be provided?” “Who will do it?” “When will it be completed?” “When will it be reviewed?” At the end of the meeting the facilitator will: ensure everyone is happy with the Action Plan and understands what will be done, by whom and by when The targets within action plan will be outlined in the child/Young person’s Individual Development Plan so holds accountability. This will happen with IDPs that the Local authority (LA) provides the additional learning provision (ALP) for. I would also expect the Local Authority (LA) to be at that meeting as it’s their additional learning provision (ALP).

However for IDPs that the school provides the additional learning provision (ALP)-it won’t need to be sent to the LA but kept by the school as it is their responsibility to provide ALP as identified in IDP action plan.

What are the benefits of this review? Health, Education and families all working together with the child at the centre. Clear action plans and review dates/timescales mean that it can be monitored for effectiveness and adapted as the child’s needs change. It forms part of the Individual Development Plan (IDP) which is the legal requirement for children with additional needs.

What is the difference with a Transition Person Centred review?

Transition is a process of moving from one stage in a child’s life to the next stage and there are **different levels of transition which is linked to ages** for example moving from nursery to primary/junior school and then to secondary school/college (FE)

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Transition Person Centred Reviews: It is usually connected to “Transition Year 9 (age 14 yrs.)” as this is when a young person/their family begins to think about what the future will look like when leaving school to go to either college, work, training or other activities.

School will arrange transition meetings from Year 9 (age 14 yrs.) in Secondary School in both mainstream and special school provisions and **additional key professionals MUST be invited** and these include a Careers Wales Personal Advisor; Local Authority representative; Education Psychologist; Health/Social Services and any other closely involved professionals – if they cannot attend the meeting they will be asked to submit a written report but it will include as all other person centred reviews held previously the child/young person; Parent/Carers; Teacher, Additional Learning Need co-ordinator (ALNCO) Independent Advocate for Family/child if requested



For More information see links below:

**SNAP Cymru website video and inform on PCP reviews www.snapcymru.org
<https://www.bing.com/videos/search?q=visual+aid+for+person+centred+reviews&qv=visual+aid+for+person+centred+reviews&FORM=VDRE>**

<https://gov.wales/sites/default/files/publications/2018-12/person-centred-reviews-for-families.pdf>

<https://gov.wales/sites/default/files/publications/2018-12/person-centred-reviews-for-families.pdf>

Varied ways of <https://gov.wales/additional-learning-needs>

 <p>Blaenau Gwent Parents & Carers Forum Working with others to support children/young people with additional needs Fforwm Rhieni a Gofalwyr Blaenau Gwent Gweithio gydag eraill i gefnogi plant/pobl ifanc ag anghenion ychwanegol</p>	 <p>Monmouthshire Parents & Carers Forum Working with others to support children/young people with additional needs Fforwm Rhieni a Gofalwyr Sir Fynwy Gweithio gydag eraill i gefnogi plant/pobl ifanc ag anghenion ychwanegol</p>
 <p>Caerphilly Parents & Carers Forum Working with others to support children/young people with additional needs Fforwm Rhieni a Gofalwyr Caerffili Gweithio gydag eraill i gefnogi plant/pobl ifanc ag anghenion ychwanegol</p>	 <p>Newport Parents & Carers Forum Working with others to support children/young people with additional needs Fforwm Rhieni a Gofalwyr Casnewydd Gweithio gydag eraill i gefnogi plant/pobl ifanc ag anghenion ychwanegol</p>
 <p>Torfaen Parents & Carers Forum Working with others to support children/young people with additional needs Fforwm Rhieni a Gofalwyr Torfaen Gweithio gydag eraill i gefnogi plant/pobl ifanc ag anghenion ychwanegol</p>	

