

# SEND East Riding LOCAL OFFER

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Help  
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Expertise

## LOOK AHEAD registration form

An information and support service for parent carers of children and young people (age 0 – 25 years) with Special Educational Needs and Disabilities (SEND), who have East Riding of Yorkshire as their Local Authority.

Name of child: .....

Date of birth: .....

Name of main parent/carer: .....

Are you a foster carer?

Yes

No

Address: .....

.....

Postcode: ..... Telephone number: .....

Email: .....

This email address will be used for the Local Offer bulletin which will let you know about services, activities etc.

Has your child got an Education, Health and Care Plan? (Please tick answer)

Yes

No

Assessment in progress

Support in School

Not sure

If your child/young person does not have a formal diagnosis, but has an additional need arising out of a disability or health condition, you can still register.

How would you best describe your child's additional needs:

(Please circle up to 3 disabilities – please rank in terms of level of impact this has on your family: 1 having the highest impact and 3 the least)

ADHD

Allergies

Asthma

Attachment Difficulties

Autistic spectrum condition / Asperger Syndrome

Cerebral palsy

Challenging Behaviours

Chronic / Severe Illness

Communication Difficulty

Complex Health Needs

Developmental Delay  
Diabetes  
Down's syndrome  
Dyslexia  
Dyspraxia  
Epilepsy  
Foetal Alcohol Syndrome  
Genetic Condition  
Global developmental delay  
Growth Disorder  
Hearing Impairment  
Hemiplegia

ME / Chronic Fatigue Syndrome  
Mild Learning Disability  
Moderate Learning Disability  
Muscular Dystrophy  
Physical Disability  
Sensory Processing Difficulty  
Severe Learning Disability  
Speech and Language Difficulty  
Spina Bifida  
Social/Emotional/Communication Difficulty  
Visual Impairment

Other – please state .....

The following information will help us develop services and ensure we let you know about relevant services that may be of interest to your family.

Does your child receive disability living allowance? (Please tick answer)

Yes     No     Never heard of it

Does your child have any brothers or sisters? (Please tick answer)

Yes     No    If yes, how many?.....

Do any of them have additional needs? (Please tick answer)

\*Yes     No    If yes, how many?.....

\*If yes please complete a registration form for each child with additional needs

Are you a single parent? (Please tick answer)

Yes     No

Do you consider yourself as having a disability? (Please tick answer)

Yes     No    If yes, please state .....

Are you working? (Please tick answer)

Full time     Part time     Not working

How did you find out about LOOK AHEAD? (Please tick answer)

FISH     0 – 25 SEND team

SEND Information, Advice and Support Service (SENDIASS)     SEN Team / Education Health Care Commissioning Officer (EHCCO)

<input type="checkbox"/> Family or friend	<input type="checkbox"/> East Yorkshire Parent Carer Forum (EYPCF)
<input type="checkbox"/> Youth and Family Support Services	<input type="checkbox"/> School
<input type="checkbox"/> Childcare setting/childminder	<input type="checkbox"/> Sure Start Children's Centre
<input type="checkbox"/> Early Years Support	<input type="checkbox"/> Portage
<input type="checkbox"/> CAMHS Children and Adolescent Mental Health Services	<input type="checkbox"/> Health professional – (please state role below)
<input type="checkbox"/> Other (please state) .....	

**CONSENT**

I agree to my details/my child's details being held and on a computerised database that other East Riding children's services may see or enquire regarding my registration on LOOK AHEAD.

Signature of parent/main carer: .....

PRINT NAME: .....

Date: .....

**THANK YOU** for taking the time to complete this form; the information is confidential. Any reports compiled from this data will be in such a way that identification of a particular child or family will not be possible.

**Completion of this form is not a way of being assessed and it will not provide or take away any services for you and your child.**

Once you are registered with LOOK AHEAD, you may wish to apply for Shop & Save and Passport to Leisure Cards. Please look at the East Riding SEND Local Offer website to find out how to apply for the discount cards, activities, benefits and services.

If you have any queries please call FISH  
 Tel: (01482) 396469  
 Email: [fish@eastriding.gov.uk](mailto:fish@eastriding.gov.uk)  
 Local Offer website: [www.eastridinglocaloffer.gov.uk](http://www.eastridinglocaloffer.gov.uk)  
 FISH website: [www.fish.eastriding.gov.uk](http://www.fish.eastriding.gov.uk)



## Data Protection – extending your rights

The General Data Protection Regulations (GDPR) 2018 defines your rights as an individual in relation to the information held about you and how it may be used. Like other personal services for children, young people and parents/carers, we hold information about our service users – ranging from names and addresses to some very personal details. We undertake to act responsibly and in your interests and/or your child's interests.

If in our view a child's welfare is at risk, we have a duty to pass on information that will protect that child. We will seek your consent wherever possible, and where this does not increase risk.

## Our undertaking, your rights

We will keep information about you up-to-date and accurate, and do everything we can to prevent it from being used in any unauthorised or unlawful way. We will keep your information securely, to allow you to access personal information after you have left our services/project. Any reports and data taken from the information you or a young person provides will never identify a particular child, young person or family.

The new GDPR gives you extensive rights in relation to the information we hold about you. If you prefer that we stop using your information for the purpose that we agreed, or if you feel that we are using information about you in a way which may cause you (or another person) substantial damage or distress, you can write to us at the address below to request that your records are no longer used in this way. You may also ask to see a copy of the information we have on record for you. East Riding of Yorkshire Council places a very high value on fairness and openness. We will seek to act responsibly in managing all the information you give to us.

## Where and how is the LOOK AHEAD information kept?

The information you provide will be kept confidentially and securely by East Riding of Yorkshire Council who are registered under the GDPR. This means that we must take the utmost care of your information, and only hold the information with your consent and must destroy the information if you (or the young person when they are over 18 years of age) request it to be removed, or no longer qualify for LOOK AHEAD services (e.g. you have moved out of the East Riding of Yorkshire or your young person is 25 years of age).

## Who can see information on LOOK AHEAD?

Professionals from some East Riding Council Children's Services may be able to see you have registered your child with LOOK AHEAD.

Any reports or data taken from the information you provide will never identify any particular child or family. The reports highlight certain issues for specific groups of children – for example an issue identified according to age or type of need. The reports produced are only for professionals who are responsible for planning and providing services. This is most likely to be professionals in health, social and education services in the East Riding as well as some voluntary organisations.

## If you would like further information about LOOK AHEAD you can contact:

East Riding of Yorkshire Council Families Information Service Hub (FISH)

Tel (01482) 396469,

Email [fish@eastriding.gov.uk](mailto:fish@eastriding.gov.uk)

East Riding of Yorkshire Council will, on request, provide this document in Braille, large print or in audio.

If English is not your first language and you would like a translation of this document into any other language Please telephone **(01482) 393939**.

Jesteśmy tu, by Tobie pomóc. Naszym celem jest udzielenie ka'zdej osobie dostępu do naszych usł/ug. Je'sli z'yczysz sobie tł/umacza, prosimy zadzwonić na ten numer **0121 377 2880**.



EAST RIDING  
OF YORKSHIRE COUNCIL