

## What is a PCP (Person Centred Plan)?

A Person Centred Plan (PCP) is a document that describes the educational plan for a pupil with a disability/ special educational needs. Schools use different names to describe a PCP but whatever the plan is called, it should tell you:

- What is to be achieved for the pupil
- What needs to happen to meet this target and how often it will take place
- Where and who will be working with the pupil to meet the target

There are usually about three targets set and they are usually reviewed termly. The frequency of review may be increased for younger children.

The purpose of a PCP is to make sure that everyone – the pupil, family/carers and school staff - know what the educational plan will be in order to support the pupil in overcoming any identified barriers to learning.

The PCP is written by school but should have input from the parents/carers and pupils with meetings held regularly to discuss whether the targets have been met and if they need to be changed/continued. Meetings should be held at least termly. At the meeting the following should be discussed:

- The pupil's strengths and needs in school
- The progress towards the targets on the last PCP
- Planning targets for the next PCP. Targets should be SMART:

**Specific** - target a specific area for improvement

**Measurable** – quantify, be able to measure progress.

**Achievable** - attainable (unrealistic targets do not produce good results and can be discouraging)

**Realistic** - state what results can realistically be achieved

**Time-bound** - specify when the result(s) can be achieved.

Parents/carers should receive a copy of the finalised, signed PCP.

Further information about Person Centred Approaches can be found on Shropshire Council's Local Offer:

<https://shropshire.gov.uk/the-send-local-offer/practitioners/training-and-development/person-centred-approach/>

## What is a Provision Map?

PCP's may be linked to a Provision Map which shows the provision which a school is making that is additional to and different from that offered through the usual school curriculum. A Provision Map should be costed and illustrate how a school is using its resources to support an individual pupil's identified special educational needs.

## Where can I get further information, advice or support?

Contact the IASS team on:

**Phone:** 01743 280019 (Open 10am-4pm Monday—Friday)

**Web:** [www.cabshropshire.org.uk](http://www.cabshropshire.org.uk)

[www.facebook.com/IASSShropshire](https://www.facebook.com/IASSShropshire)

**Email:** [iass@cabshropshire.org.uk](mailto:iass@cabshropshire.org.uk)

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