

SENCo Communications Plan 24 – 25

The overall communication plan around SEND is aimed primarily aimed at SENCos but available to all SEND leads across the education sector. The communication channels below are to support the consistency of messaging around SEND for all our schools and settings, as well as give opportunity for SEND professionals to engage in professional discussion.

Communication Channel	Purpose	Audience	Frequency	Dates for 2024 - 2025
SEND Updates	Signposting to key headlines	SENCos and SEND Leads across EYS, school age, Post 16, AP and Special sector	Half termly	Autumn: 17.10.24 and 12.12.24 Spring: 6.2.25 and 27.3.25 Summer: 15.5.25 and 10.7.25
Birmingham SENCo Network Briefings	CPD, Networking for SENCos In depth discussion on key items	SENCos, SEN Assistants (Representation from all schools)	Termly	Autumn: 11 th 12 th 13 th 14 th Nov 24 Spring: 3 rd 4 th 5 th 6 th Mar 25 Summer: 9 th 10 th 11 th 12 th Jun 25
Local SENCo Meetings	CPD, Networking for SENCos In depth discussion decided by representatives	SENCos, SEN Assistants Currently mainstream schools; to be further developed	Half Termly	Please contact the SENCo Consortia lead for your area. For further information please contact Achla Kaura achla.kaura@birmingham.gov.uk