



Leicestershire County Council

Useful Acronyms and Abbreviations

Leicestershire County Council
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For any additions/amendments to this list, please e-mail dlove@leics.gov.uk

A

AACPS	Assembly Area Control Point Staff
A&I	Advice and Inspection (or AIU for Advice and Inspection Unit)
A&L	Awards and Loans
A&W	Access and Welfare
ABDS	Adult Basic Data Set – version 1
ABE	Adult Basic Education
ABSUU	Adult Basic Skills Strategy Unit
AC	Assessment Centre
AC	Audit Commission
ACE	Advisory Centre for Education: an advisory service for parents.
ACL	Adult Community Learning
ACPC	Area Child Protection Committee
ADE	Assistant Director of Education
ADHD	Attention Deficit Hyperactive Disorder
ADR	Alternative Dispute Resolution
ADSL	
AEP	Association of Educational Psychologists
AEPCOPP	Association of Educational Psychologists Code of Professional Practice
AG	Advice and Guidance
AG&P	Advice Guidance and Protocols
ALDD	Adults with Learning Difficulties and Disabilities
ALG	Association of Leicestershire Governors
ALIS	A Level Information System
ALP	Adult Learning Plan
ALS	Additional Learning Support
AMA	Association of Metropolitan Authorities
AMP	Asset Management Plan
Antenna	Counselling for
APL/APEL	Accreditation of Prior/Experiential Learning
APM	Annual Parent's Meeting
AQA	Assessment and Qualifications Alliance
APPG	Area Partnership Planning Groups
ARS	Arrest Referral Scheme
ASB	Aggregated Schools Budget
AST	Advanced Skills Teacher

ATL	Association of Teachers and Lecturers, formally AMMA
AUT	Autism
ASD	Autistic Spectrum Disorder
AUT/SLD	Autism/severe learning difficulties
AVCO	Server - The AVCO AnyComms system is designed to automate the collection and distribution of electronic data between the LEA and all Leicestershire Schools.
A & W	Access and Welfare
AWPU	Age Weighted Pupil Unit: The sum of money allocated to the school for each pupil according to age. The main source of funding for the school.

B

B&A	Behaviour and Attendance
BABS	Better Access to Better Services
BABSI	Better Access to Better Services Information
BACD	British Association of Conference Destinations
BB	Broadband
BDA	British Dyslexia Association
Becta	British Educational Communications and Technology Agency
BPS	The British Psychological Society
BPSCOP	The British Psychological Society Code of Practice
BSA	Basic Skills Agency
BVR	Best Value Review
BVRP	Best Value Review Panel

C

CASE	Campaign for State Education.
CASO	Childcare Advice and Support Officer
CATS	Cognitive ability Tests.
CATS	Credit Accumulation and Transfer Scheme.
CBDS	
CCLLG	County Council Corporate Lifelong Learning Group

CCEIT County Council Employment Initiative Team
CCT Compulsory Competitive Tendering
CDC Council for Disabled Children
CeGS Centre for Guidance Studies
CEO Chief Education Officer
CEPO County Emergency Planning Officer
CF Community Fund
CIPFA Chartered Institute of Public Finance Accountants
CIS Children's Information Service
CIS Corporate Information Service
CJS Criminal Justice System
CJTT Criminal Justice System Treatment Team
CLASP Carers of Leicestershire Action & Support Project
CLEA Council of Local Education Authorities
CMIS
COMT Chief Officers Management Team
COP (If) after other initials: Code of Practice
COSHH Control of Substances Hazardous to Health
CPA Child Protection Agency
CP Child Protection
CPD Continuing Professional Development
CPIG Consultation and Public Involvement Group
CPP Childcare Partnership Plan
CRB Criminal Records Bureau
CRM Customer Relationship Management
CSI Continuous School Improvement
CSS Community Special School
CTF Common Transfer File
CTS Client and Technical Support
CTSS Client and Technical Support Services
CURS Centre for Urban Regional Studies
CVS Council for Voluntary Service
CWO Casework Officer
CYCLe County Youth council

D

DAAT Drug and Alcohol Action Team
DDA Disability Discrimination Act
DEAS Duke of Edinburgh Award Scheme
DETR Department of the Environment, Transport and the Regions.
DEFRA Department for Environment, Food and Rural Affairs
DEO Diocesan Education Officer
DfEE Department for Education and Employment (now DfES)
DfES Department for Education and Skills
DICT Departmental Information and Communication Technology
DICTM Departmental Information and Communication Technology Meeting/Management
DISM Departmental Information Systems Manager
DLC Disabled Living Centre – British Red Cross Disabled Living Centre and Information Service
DLE Desirable Learning Outcomes
DPA Data Protection Act
DRC Disability Rights Commission
DRG Drug Reference Group
DSA Disabled Student's Allowance
DSP Department Strategic Plan
DTI Department of Trade and Industry
DTTO Drug Treatment and Testing Group
Dys Dyslexia

E

EA Education associations
EAF Education Action Forum
EAP Effective Action Plan
EAZ Education Action Zones
EBD Emotional and Behavioural Difficulties
EBP Education Business Partnership
EBSD Emotional, Behavioural and Social Difficulties
EDI Electronic Data Interchange
EDICT Education Departmental Information and Communication Technology
EDP Education Development Plan

EDSI The Education Departments Super-highway Initiative
EFS Education Finance Service
EFU Education Finance Unit
e-GIF e-Government Interoperability Framework
ELAS Education Law Association
ELS Early Learning Skills
ELOs Evacuation Liaison Officers
EMA Educational Management – Grant paid to young people in schools to keep them on beyond statutory school age.
EMAG Ethnic Minority Achievement Grant
EMASS Ethnic Minority Achievement Support Service
EMBC East Midlands Broadband Consortium
EMDA East Midlands Development Agency
EMRAMP East Midlands local authority providers
EO Education Officer
EOP Equal Opportunities Policy
EP Educational Psychologist
EPI Epilepsy
EPAS Educational Performance Analysis System
EPS Educational Psychology Service
ER or EnhRes – enhanced resources
ERDF European Regional Development Fund
ESC Education and Scrutiny Committee
ESF European Social Fund
ESLG Equalities Standards for Local Government
ESMT Education Senior Management Team
ESOL English for Speakers of Other Languages
ESPO Eastern Shires Purchasing Organisation
EWO Education Welfare Officer
EWS Employee Welfare Service
EY Early Years
EYDCP Early Years Development and Childcare Partnership
EYCS Early Years Community Service
EYD Early Years Development
EYP Early Years Providers
ENABLE Environmental Action for a Better Leicestershire
EEN Environmental Education Network

F

FABLE Forum for a Better Leicestershire (now ENABLE)
FAIRDEAL Disability Empowerment & Advocacy in Leicestershire
FAS Funding Agency for Schools
FCP Financial Control Procedures
FDW Forum Development workers
FE Further Education
FEC Further Education College
FEFC Further Education Funding Council (now LSC)
FEPS Further Education Partnership for Sustainability
FL Family Learning
LLN Family Literacy, Language & Numeracy
FLU Flexible Learning Unit (Centre)
FOI Freedom of information
FSM Free School Meals
FSP Foundation Stage Profile
FTE full-time equivalent

G

GCSE General Certificate of Secondary Education
GOEM Government Office for the East Midlands
GNVQ General National Vocational Qualification
GSB General Schools Budget
GTC General Teaching Council
GTC Governor Training Co-ordinator
GTP Graduate Teacher Programme

H

H & S Health and Safety
HANDSTAND North West Leicestershire Disability Access Group
HAZ Health Action Zone
HE Higher Education

HI Hearing Impaired
HMI Her Majesty's Inspectors of Schools
HODS Heads of Departments
HSE Health and Safety Executive
HSWA Health and Safety at Work Act
HWSMIS Highways Whole Service Management Information system

I

ICT Information and Communication Technology
ICTSN Information and Communication Technology Support Network

IDEA Improvement and Development Agency
IEG Implementing Electronic Government
IEP Individual Education Plan
IIP Investors In People
IIS Improving Internal Systems
ILAs Individual Learning Accounts
IMD Department Information Manager
IMHR Integrated mental Health Record
IMS Internal Management Strategy
INSET In-service Education of Teachers
INTERDICT

Inter Departmental ICT Steering Group
IPAS Independent Advisory Service
IPS Independent Parental Support
IRT Referral and Tracking Identification
ISB Individual Schools Budget – the total amount of money the LEA has to distribute directly to schools after paying for central services

ISCG Institute for School and College Governors
ISIS Independent Schools Information Service
ISIS Integrated Skills Information System
ISP Inclusive Strategy Panel
ISPB Information Systems Policy Board-
ISU Information Systems Unit
IT Information Technology
ITT Initial Teacher Training

J

JANET Joint Academic Network
JAPONITE

Joint Advisory Panel on Information Technology in Education
JESE Joint Evaluation of School/College Effectiveness

K

KEYPAS Key Stage Performance Analysis System
KS 1 (2,3 or 4) Keystage 1, 2, 3 or 4

L

LAC Looked After Children
LAMP Leicestershire Action for Mental Health Project
LANs Local Area Networks
LAP Leicestershire Association of Principals
LEA Local Education Authority
LCIL Leicestershire Centre for Integrated Living
LCVYS Leicestershire council for Voluntary Youth Services
LD Learning difficulties
LDA Leicestershire Dyslexia Association
LEA Local Education Authority
LEAMIS LEA management information systems
LEBC Leicestershire Education Business Company
LEEAP Leicestershire Ethnic Elderly Advocacy Project
LEEN Leicestershire Environmental Education Network
LERP Leicestershire Economic Research Partnership

LEWS Leicestershire Education Welfare Service
LFPTA Leicestershire Federation of Parent Teacher Associations
LGA Local Government Association
LGfL Leicestershire Grid for Learning
LIS Libraries and Information Service
LLC Local Learning Centres
LLCLP Leicester City & Leicestershire Learning Partnership
LLL Life Long Learning
LLP Local Learning Partnership
LLSP Leicestershire Local Strategic Partnership
LMS Local Management of Schools
LMS Learning Management System
LMSS Local Management of Special Schools
LOCN Leicestershire Open college Network
LPH Leicestershire Primary Headteachers
LPS Local Policy Setting
LPSH Leadership Programme for Serving Headteachers
LRP Leicestershire Rural Partnership
LSA Learning Support Assistant
LSB Local Schools Budget – the total funding available for maintained schools (Government grant and local Taxes)
LSC Learning and Skills Council
LSH Leicestershire Secondary Headteachers
LSP Local Strategic Partnership
LSSH Leicestershire Special School Headteachers
LSUs Learning support units
LTF Local Transfer File

M

MARS Museums, Arts and Record Service
MAGNET Multi-Agency Geographic Network
MAs Modern Apprenticeships
MENCAP

MENPHYS Leicestershire based charity for those

with physical and mental difficulties (own buildings of Menphys Wigston and Sketchley Hill – SEN Nurseries)
MIDYIS Middle Years Information System
MDW Management Development Workshop
MIS Management Information Systems
MLD Moderate Learning Difficulties
MLD Managed Learning Environment
MTCS Medium Term Corporate Strategy
MSI Multi-Sensory Impairment

N

NAACE National Association of Advisers for Computers in Education
NAB National Assessment Bank
NAEIAC National Association of Educational Inspectors, Advisers and Consultants
NAGM National Association of Governors and Managers
NAHT National Association of Headteachers
NASUWT National Association of Schoolmasters Union of Woman Teachers
NC National Curriculum
NCB National Children's Bureau
NCER National Consortium of Examination Results
NCPTA National Confederation of Parent Teacher Associations
NCVQ National Council for Vocational Qualifications (see **QCA**)
NERF National Education Research Forum
NFER National Foundation for Educational Research
NGC National Governors' Council
NGFL National Grid for Learning
NIACE National Institute of Continuing Adult
NLN National Learning Network
NLP National Literary Project
NNEB National Nursery Examination Board
NOF New Opportunities Fund
NOR Number on Roll
NPQH National Professional Qualification for Headteachers
NQT Newly Qualified Teacher
NRA National Record of Achievement

NSF Neighbourhood Support Funds
NSTF The National Skills Task Force
NUPE see **UNISON**
NUT National Union of Teachers
NVQ Nation Vocational Qualification

O

ODPM Office of the Deputy Prime Minister
OFDL Open, Flexible and Distance Learning (in National Qualifications)
OfSTED Office for Standards in Education
ONS Office for National Statistics

P

PA Principal Adviser
PAL Preparation for adult Life
PAN (Previously known as PAL) Planned admission Number (the number of children the LEA determines can be admitted to the school)
PANDAS Performance and Assessment Documents
P&T Planning and Transport
PAT Professional Association of Teachers
PAYU Pay as you use
PEG Promoting Electronic Government
PFI Private Finance Initiative
PGCE Postgraduate Certificate of Education
PGR Parent Governor Representative elected to serve on a local authority committee
PI Performance Indicator
PIPS Performance Indicators in Primary Schools
PLACE Promoting Looked After Children's Education
PLASC Pupil Level Annual School Census
PMD or Phy/Med – physical/medical difficulties

PMLD Profound and Multiple Learning Difficulties
PMIS Property Management Information System
POP Project outline plan
PPA Planning and Preparation Assessment
PPP Public Private Partnership
PRO Public Relations Officer
PRP Performance Related Pay
PRUs Pupil Referral Units
PSA Parent School Association
PSCALES Assessment Scales used in Special Schools
PSP Pastoral Support Programme
PTA Parent Teacher Association
PTR Pupil Teacher Ratio (obtained by dividing the number of pupils by the number of teachers)

Q

QCA Qualifications and Curriculum Authority
QUASE Quantitative Analysis for Self Evaluation

R

RAB Regional Arts Board
RBC Regional Broadband Consortium
RET Record of Education and Training
RI or RGI Registered Inspector (one authorised by **OfSTED** to lead an inspection team)
RIG Rapid Implementation Group
RNIB Royal National Institute for the Blind
RNID Royal National Institute for the Deaf
ROA Record of Achievement (a document now required for all children leaving school containing a record over time of a pupil's achievements in and out of school)

S

S2S	School to School
SAAP	School's Admission Appeals Panel
SACRE	Standing Advisory Council for Religious Education
SAI	(Scheme designed as part of disabled toilet installation/refurbishment
SAP	Single Assessment Process
SAR	Strategic area review
SATs	Standard Assessment Tasks
SCA	Supplementary Credit Approval
SCAA	School Curriculum and assessment Authority
SCOPE	Formerly The Spastics Society
SDP	School Development Plan
SDSA	School Development Support Agency
SEN	Special Educational Needs
SENA	Special Educational Needs Assessment
SENCO	Special Educational Needs Co-ordinator
SENCOP	Special Educational Needs Code of Practice
SENDA	Special Educational Needs and Disability Act 2001
SENAP	Special Educational Needs Action Programme
SENDIST	Special Educational Needs and Disability Tribunal
SEO	Senior Education Officer
SEU	Standards and Effectiveness Unit (of the DfEE)
SGT	School Government Team
SHA	Secondary Head's Association
SI	Statutory Instrument
SI	Statistical Indicator
SIMS	School Information Management System (a computer software package to assist schools in managing information of pupils, staff and resources)
SIP	School Improvement Programme
SIT	Statistics and Information
SLA	Service Level Agreement
SLD	Severe learning difficulties
SLDD	Students with Learning Difficulty and/or Disability
SLIs	Sign Language Interpreters
SLT	Speech and Language Therapy

SMIT	
SMT	Senior Management Team
SN	Standard Number
SNAIL	School Nature Areas in Leicestershire
SOC	School Organisation Committee
SOP	School Organisation Plan
SOW	Schemes of Work
SPAM	- Unsolicited email
Sp & Lang	Speech and Language
SPIN	Society of Public Information Networks
SRAS	Schools Requiring Additional Support
SRB	Single Regeneration Budget
SSA	Standard Spending Assessment (Government assessment of what a local authority needs to spend in a given year. Part of this assessment relates to education but, at present, how an authority spends within this limit on its services is a matter for its own determination).
SSD	Social Services Department
SSF	Schools Standards Fund
SSFA	Schools standards and Framework Act 1998
STAR Chamber	
STPCD	School Teachers' Pay and Conditions Document.
STRB	School Teachers' Review Body
STS	Specialist Teaching Service
SUM	Student Unit of Measurement (= 40 hours standard student learning time)
Super JANET highway	Higher and Further Education Network
SWIFT	South West Initiative for Training
SWOT	Strengths Weaknesses Opportunities Threats (as in SWOT analysis) a planning tool

T

TA	Teachers' Assessment
TCC	Teachers Consultative Committee
TEC	Training Enterprise Council (Replaced by LSC)

TED Teacher Education Day
TES Times Educational Supplement
THES Times Higher Education Supplement
TfW Training for Work
TNC Teachers Negotiating Committee
TQA Teaching Quality Assessment
TTA Teacher Training Agency
TUPE Transfer of Undertakings
TYW Transforming Youth Work
TYW Transforming Youth Work Development Plan

U

UCAS Universities and Colleges Admissions Service
UKAS United Kingdom Accreditation Service
UKERNA United Kingdom Education and Research Networking Association: the university network manager
UNISON Union of Public Employees
UPN Unique Pupil Numbers
URL

V

VA Voluntary Aided (a denominational school owned by the Trustees in which governors have particular responsibilities, including paying 15% towards some building costs.
VC Voluntary Controlled (a school wholly maintained by the LEA but owned by the Trustees
VI Visual Impairment
VISTA Formerly Leicestershire Wycliffe and Rutland Society for the Blind
VLE Virtual Learning Environment
VLL Vocational Lifelong Learning
VPN Virtual Private Network

W

WAN Wide Area Network
WEA Workers Educational Association

X/Y/Z

Y & C Youth and Community
YCES Youth and Community Education Service
YELLIS Year Eleven Information System
YW Youth Work
YWP Youth Work Plan