### Jargon Buster of acronyms in education

<table>
<thead>
<tr>
<th>Letter</th>
<th>Acronym</th>
<th>Full Form</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>ADHD</td>
<td>Attention Deficit Hyperactivity Disorder</td>
</tr>
<tr>
<td>AEN</td>
<td>Additional Educational Needs</td>
<td></td>
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<tr>
<td>ASD</td>
<td>Autism Spectrum Disorder</td>
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</tr>
<tr>
<td>AST</td>
<td>Advanced Skills Teacher</td>
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<tr>
<td>ATs</td>
<td>Attainment Targets</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>CAF</td>
<td>Common Assessment Framework</td>
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<tr>
<td>CAT</td>
<td>Cognitive Ability Test</td>
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<tr>
<td>CoP</td>
<td>Code of Practice (for SEN)</td>
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<tr>
<td>CPD</td>
<td>Continuing Professional Development</td>
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</tr>
<tr>
<td>CRB</td>
<td>Criminal Records Bureau</td>
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</tr>
<tr>
<td>CVA</td>
<td>Contextual value added</td>
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</tr>
<tr>
<td>D</td>
<td>DfE</td>
<td>Department for Education</td>
</tr>
<tr>
<td>E</td>
<td>EAL</td>
<td>English as an Additional Language</td>
</tr>
<tr>
<td>EBD</td>
<td>Emotional and Behavioural Difficulties</td>
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<tr>
<td>EFL</td>
<td>English as a Foreign Language</td>
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<tr>
<td>EP</td>
<td>Educational Psychologist</td>
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<tr>
<td>EVER 6</td>
<td>A child that has been eligible for free school meals (FSM) either currently or within the last six years</td>
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<tr>
<td>EWO</td>
<td>Education Welfare Officer</td>
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<tr>
<td>F</td>
<td>FMSiS</td>
<td>Financial Management Standards in Schools</td>
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<tr>
<td>FSM</td>
<td>Free School Meals</td>
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<tr>
<td>H</td>
<td>HLTA</td>
<td>Higher Level Teaching Assistant</td>
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<tr>
<td>HMI</td>
<td>Her Majesty’s Inspectorate for Schools</td>
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<tr>
<td>I</td>
<td>ICT</td>
<td>Information and Communication Technology</td>
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<tr>
<td>IEP</td>
<td>Individual Education Plan</td>
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<tr>
<td>INSET</td>
<td>In-Service Education and Training</td>
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<tr>
<td>ITT</td>
<td>Initial Teacher Training</td>
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<tr>
<td>K</td>
<td>KS</td>
<td>Key Stage</td>
</tr>
<tr>
<td>L</td>
<td>LA</td>
<td>Local Authority</td>
</tr>
<tr>
<td>LAC</td>
<td>Looked After Children</td>
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</tr>
<tr>
<td>LEA</td>
<td>Local Education Authority</td>
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<tr>
<td>LMS</td>
<td>Local Management of Schools</td>
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<tr>
<td>LSCB</td>
<td>Local Safeguarding Children Board</td>
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</tbody>
</table>
MDMS  Mid-day Supervisory Assistant

N
NAHT  National Association of Head Teachers
NASUWT  National Association of Schoolmasters/Union of Women Teachers
NC  National Curriculum
NOR  Number on Roll
NPQH  National Professional Qualification for Headship
NQT  Newly Qualified Teacher
NUT  National Union of Teachers

O
Ofsted  Office for Standards in Education

P
PAN  Published Admission Number
PLASC  Pupil Level Annual School Census
PM  Performance Management
PoS  Programme of Study
PPA  Planning, Preparation and Assessment
PSHE  Personal, Social, Health and Economic Education
PTA  Parent/Teacher Association

Q
QTS  Qualified Teacher Status

R
RAISE  Reporting & Analysis for Improvement through School Self-Evaluation

S
SACRE  Standing Advisory Council on Religious Education
SATs  Standard Assessment Tasks
SDP  School Development Plan
SEF  Self-Evaluation Form
SEND  Special Educational Needs and Disabilities
SENDCo  Special Educational Needs and Disabilities Co-ordinator
SIMS  School Information Management Systems
SIP  School Improvement Partner
SLA  Service Level Agreement

T
TA  Teacher Assessment or Teaching Assistant
TLR  Teaching and Learning Responsibility Payment
TTA  Teacher Training Agency

U
UPS  Upper Pay Scale

V
VA  Voluntary Aided (school)
VC  Voluntary Controlled (school)

W
WSCC  West Sussex County Council
WSGfL  West Sussex Grid for Learning
Common Terms

Academy:
A state funded independent school with charitable status.

Age Weighted Pupil Unit (AWPU):
The amount of money provided to a school in respect of each pupil. The amount varies according to the pupil’s age.

Attainment Targets:
The knowledge, skills and understanding pupils are expected to have by the end of each Key Stage of the National Curriculum.

Budget Share:
The school's share of the money made available to schools.

Capital Expenditure:
Spending on building projects and large items of equipment.

Community School:
A former county school.

Contingency Fund:
Money set aside for unexpected costs.

Delegated Budget:
The share given to governors to control and manage. It brings with it increased powers and responsibilities for the management of staff.

Devolved Budget:
Money given to schools to pay for centrally provided services. Governors and headteachers can decide which services to buy.

Exclusion:
Banning a pupil from school on disciplinary grounds.

Formula Funding:
The method by which funds for school budgets are calculated. The most important factor is the number of pupils (see AWPU).

Gifted and Talented:
The Young Gifted and Talented programme is to give all gifted and talented learners in England an opportunity to reach their full potential by offering extra learning opportunities.

In-Service Training (INSET):
Professional courses for staff, organized by the school or other body.

Instrument of Government:
Document governing the size and composition of the governing body.
**Key stages:**
The four stages of pupils’ progress in acquiring knowledge and skills as set out in the National Curriculum. Key Stage 1 (or KS1) covers pupils between the ages of 5 and 7; KS2 ages 7 – 11; KS3 ages 11 – 14 and KS4 ages 14 – 16.

**Local Management of Schools (LMS):**
Describes a scheme for delegating financial responsibility from the LA to Schools.

**Maintained School:**
This is a community, foundation or voluntary school or, except where otherwise stated, any community or foundation special school not established in a hospital.

**National Curriculum (NC):**
The programme of study laid down by law for all pupils aged from 5 to 16 in state schools.

**Ofsted:**
Office for Standards in Education, the body that arranges and sets standards for school inspections.

**Quorum:**
The number of persons required to be present in order for the meeting to be able to conduct business. Usually half the governing body (excluding vacancies). For Committees, this should be a minimum of three full governors.

**Special Educational Needs (SEN):**
Describes learning difficulties for which a child needs special help.

**Section 48 Inspections:**
This is an Inspection of the religious education in a voluntary school in England.

**Section 52 Statements:**
The figures local authorities are required to publish showing both the sums actually spent on schools in the previous year and the spending planned for the current year.

**Supply Teacher:**
The name given to a temporary teacher standing in for the permanent teacher.

**Trust School:**
This is a popular term for a “Foundation School” set up under Section 23A of the School Standards and Framework Act 1998. If your school is interested in acquiring Trust status, please let Leadership and Governance know.

**Voluntary Aided (VA) School:**
A school set up and owned by a voluntary body, usually a church, largely financed through the LA. The governors employ the staff and control religious education and admissions to the school.

**Voluntary Controlled (VC) School:**
A school set up by a voluntary body (generally the Church of England), totally funded through the LA. The LA employs the staff.