



## **Special Educational Needs and Disability (SEND) Policy**

“Loving, laughing and learning in the light of the lord”

### **Introduction**

All children in our school are equally valued. All are included as fully as possible into the educational and social life of the school.

This policy reflects the revised Special Educational Needs Code of Practice. This focuses on preventative work to ensure that children's needs are identified as quickly as possible and that early action is taken to meet those needs.

We regard the children in our school with special educational needs and disabilities as those who require extra individual consideration: both pupils whose ability to learn is impaired and those who are notably more able.

It is our intention to ensure that a system is created whereby all needs are identified and addressed to achieve the individual's full potential.

### **Aims**

#### **All children at St Mary's:**

1. Have access to a broad, balanced and relevant curriculum
2. Will achieve the very best of which they are capable
3. Will be happy
4. Will be included
5. Will demonstrate personal development and growth
6. Will make good progress
7. Will have teachers who are well equipped to identify and meet needs
8. Will have their needs identified early
9. Will have planned interventions that are effective
10. Will have interventions evaluated and revised regularly
11. Will experience wider activities leading to greater independence
12. Will be encouraged to make effective independent decisions

## **Objectives**

### **1. Access to a broad, balanced and relevant curriculum**

- Plan differentially and set targets for individuals and groups
- Provide support in an effective manner
- Involve parents by providing formal and informal information
- Deliver good classroom practice for all, provide group work e.g. Booster classes and 1:1 intervention work e.g. Speech and Language) provision available as appropriate.

### **2. Achieve the very best of which they are capable**

- All teaching staff to carry the SENCO role in their own class
- Use effective assessment and monitoring (Foundation profile, half termly assessment weeks, testing, observational assessment, parental views)
- Provide high quality learning opportunities and materials
- Use positive and supportive language with pupils
- Provide effective teaching assistance within the classes
- Intervene early to promote progress
- Make effective use of outside agencies
- Liaise effectively with parents and carers

### **3. Be Happy**

- Provide a secure and caring environment
- Use positive and supportive language
- Use praise to celebrate achievement
- Set suitable learning challenges
- Provide opportunities for parents and children to celebrate achievements together (Class assemblies, themed week presentations, Achievement assemblies (weekly and termly), House points, Head teacher letters, Attendance awards and Stay and Play sessions.)

### **4. Be included**

- All children have a right to be educated in a mainstream school
- Everyone has a gift to bring to St Mary's.
- Everyone is valued.

**The other aims in this policy have their own objectives which are involved with the identification and monitoring of children with special educational needs.**

### **Evaluation**

- Monitoring by SENCO, Head teacher and Responsible Governor of the objectives above.
- Evaluation of monitoring evidence by SENCO and Head teacher leading to training, discussions and improved practice.
- Key issues/training will be delivered in staff meetings, when all staff will be involved.
- Half termly assessments will inform staff of pupils' progress
- The findings will be discussed in pupil progress meeting, at least termly.
- Parents / carers informed of progress at parent meetings, both formal and informal.
- Existing Inclusion passports are updated termly or as appropriate. (pupils new to the register will require a pupil profile only)
- One-page pupil SEND profiles are used as a working document in classrooms to show progress.
- For those pupils' with an Education and Health Care plan, this is reviewed annually with parents and professionals involved.

### **Placing children on the school's register of SEN support**

Should, at any stage, a member of school staff become concerned about the progress made by a child in their class, their progress will be closely monitored. Where provision is made for them which is **additional to** or **different from** that which is made for all pupils, they will be registered at SEND school support and have a one-page SEND pupil profile which is an ongoing record of their progress/barriers to learning and includes their personal targets.

The four broad areas of need targeted through SEND support are as follows:

- **Communication and interaction**
- **Cognition and learning**
- **Social, emotional and mental health**
- **Sensory and physical/medical**

The triggers for intervention through SEND support are characterised by evidence, about a child who, despite targeted learning opportunities:

- Makes little or no progress even when teaching approaches are targeted particularly in a child's identified area of weakness
- Shows signs of difficulty in developing literacy or mathematics skills that result in poor attainment in some curriculum areas.
- Presents persistent emotional and/or behavioural difficulties, which are not ameliorated by the behaviour management techniques usually employed in the school
- Has sensory or physical problems, and continues to make little or no progress despite the provision of specialist equipment
- The child has communication and/or interaction difficulties, and continues to make little or no progress despite the provision of a differentiated curriculum.

*All teachers are aware of children in their class whose prior and current attainment gives cause for concern, but whose needs are met within the school's differentiated curriculum planning. **These children will not be registered at SEND support but their progress will be closely monitored.** High quality differentiated planning, record keeping and assessment will demonstrate pupil progress and value added.*

**When a child is identified as having SEND the Class Teacher and SENCO will use a four-part cycle to:**

#### **Assess**

- Carry out a clear analysis of the pupil's needs, drawing on teacher assessment and knowledge of the pupil and school data.
- Draw upon the pupil's own views, parental views and if relevant any advice from external support services.
- Review this assessment regularly to ensure that support and intervention are matched to need.
- Liaise with professionals involved to help inform assessments or if appropriate, with parental consent, contact professional who could support the assessment.

#### **Plan**

- In consultation with the parent and pupil, agree the adjustments, interventions and support to be put in place, as well as the expected impact on progress, development or behaviour and a clear date for review.

- Ensure that all teachers and support staff who work with the pupil are aware of their needs, the outcomes sought and any teaching strategies or approaches that are required.
- Ensure that parents are aware of the planned support and interventions and where appropriate plans will seek parental involvement to reinforce progress at home.

## **Do**

- Work one to one, in a group or in main class on a daily basis to deliver the interventions and adjustments agreed.
- Ensure that on-going observation and assessment provide regular feedback to teachers, parents and the child involved, informing them about achievements and experiences. The outcomes of such assessments form the basis for planning the next steps of the child's learning.

## **Review**

- Review the effectiveness of the support and its impact on the pupil's progress on a half termly basis.
- Revise the support in light of the pupil's progress and development, deciding on any changes to the support and outcomes in consultation with the parent and pupil.

## **What is adequate progress for children with SEND?**

Adequate progress can be defined in a number of ways. It might for instance, be progress which:

- Closes the attainment gap between the child and their peers
- Prevents the attainment gap growing wider
- Is similar to that of peers starting from the same attainment baseline, but less than that of the majority of peers
- Matches or betters the child's previous rate of progress
- Ensures access to the full curriculum
- Demonstrates improvements in the child's behaviour.

### **School request for an Education, Health and Care needs assessment.**

At St Mary's needs of the majority of SEND support pupils will be met effectively within the mainstream setting and through the adjustments made and interventions used.

Where, despite the school having taken relevant and purposeful action to identify, assess and meet the SEND of the child, the child has not made adequate progress, the school or parents should consider requesting an Education, Health and Care needs assessment.

If a request for is made, the local authority will expect to see school evidence about:

- The school's action through SEND school support
- Individual SEND pupil profiles/ existing Inclusion passports
- Records of regular reviews and their outcomes
- Progress reports across the curriculum
- Attainment in literacy and numeracy
- Educational and other assessments, for example from a specialist support teacher or an educational psychologist
- Views of the parent and of the pupil
- Involvement of other professionals
- Any involvement by the social services or education welfare service.

### **Deciding whether an Education and Healthcare plan (EHCP) is needed**

After the local authority has made its assessment, having involved school, parents and the pupil fully in the process, it will then decide whether or not an EHCP is necessary.

If they decide that an EHCP is not needed, they must tell you within 16 weeks of the date they received a request for an assessment.

### **Preparing an Education and Healthcare plan (EHCP)**

If the local authority decides to proceed with an EHCP, they will make sure the plan takes full account of parent, pupil and school views, wishes and feelings. Once the plan has been written, a draft will be sent to school and parents, which must not contain the name of the school or other setting the pupil will attend.

Parents will be given 15 days to comment on the draft and can ask for a meeting to discuss it if necessary. At that point parents will also be able to request a specific school, or other setting, they want the pupil to attend. This could be a mainstream school or special school.

Your local authority has 20 weeks from the request for the EHC needs assessment to issue the final plan to parents. Once an EHCP has been finalised, your local authority has to ensure that the special educational support in the plan is provided. This should help to enable the pupil to meet the outcomes that have been jointly identified and agreed. The local authority has to review your child's EHC plan at least every 12 months. School will arrange this meeting and parents, pupil (where appropriate) and other professionals involved must be invited.

### **Partnership with parents**

At St Mary's School we strive to work in close partnership with all parents. Parents are consulted throughout the process of all SEND support. Parents are invited to informally review their child's pupil profile as appropriate throughout the academic year. These reviews will be arranged at a time convenient for the parents, class teacher and SENCO (where appropriate the pupil will also be involved). During these meetings, targets will be reviewed, next steps identified and the next review date agreed mutually. Parents evenings are also held in the first two terms and these are an additional opportunity to discuss targets and progress. In the Summer term all parents receive a report on their child's progress and achievements throughout the year.

The SEN policy is available to download on our school website or alternatively copies are available from the School Office.

Parent Support Workers from the local authority support our parents and pupils. Referrals are made to this service after close consultation with parents.

At St Mary's we are committed to providing the best for all pupils' and also take pride in being approachable and supportive to parents. Parents can arrange an informal discussion with staff, at a time convenient for all parties, if there are any concerns about progress or the learning environment.

### **General Information**

The school SENCO is Mrs L Geldard  
The designated SEND Governor is Sally Bowden

### **Policy September 2017.**

Next review date Sept 2018

