

St. Philip's Catholic Primary School



SEND Policy

AUTUMN 2016

Mission Statement.

'Learning and working together through Christ'

AIMS of the Special Educational Needs Policy

Our aims for pupils with special educational needs are:-

1. To identify their needs as soon as possible.
2. To match their needs with the criteria set by Sandwell Education Authority.
3. To make arrangements for their needs to be met so that they have the greatest possible access to the National Curriculum.
4. To record and review their progress regularly.
5. To take into account the pupils opinions at informal interviews.
6. To involve the parents from the onset and in regular meetings for target setting and reviews.
7. To make full use of the outside agencies which are available and become involved with the school.

A definition of SEN

A pupil is defined as having Special Educational Needs (SEN) if he or she has a learning difficulty which requires special educational provision to be made for him or her. All pupils with SEN must have those needs addressed, via a broad and balanced education. In most cases, it is the pupil's mainstream school that will make this provision.

Children have a learning difficulty if they:

- a) have a significantly greater difficulty than the majority of children of the same age; or
- b) have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for children of the same age in schools within the area of the Local Educational Authority;

Special needs are generally identified by the class teacher or parents expressing concerns about a child's difficulties or lack of progress.

The main categories of need are:

Cognition and Learning-

- Mild and Moderate Learning Difficulties
- Severe or Profound Learning Difficulties

- Specific learning difficulty where pupils experience difficulty in one area e.g. reading, spelling, mathematics.

Speech, Language and Communication

- Receptive Language/ language comprehension
- Expressive Language
- Developmental Language Delay
- Developmental Language Disorder
- Social Communication/ Interaction
- Speech sound Difficulties.

Physical Disabilities / Medical

- Hearing impairment
- Visual impairment
- Physical impairment

(Children with significant medical needs will have an individual care plan)

Some medical conditions may impair the child's ability to participate fully in the curriculum and the wider range of activities in the school. Some will affect the child's progress and performance intermittently, others on a continuous basis throughout the child's school career.

Behavioural, Emotional and social difficulties:

These may be temporary or long term and may affect the child's ability to learn. Children who experience behavioural, emotional and social difficulties (BESD) may also have additional difficulties as described in other sections.

A child may fall into one or more of the above categories.

Entitlements

1. All children are entitled to equivalent learning opportunities, a broad, balanced, relevant and differentiated curriculum, high quality teaching and support from adults within a sympathetic, positive and nurturing environment.
2. Parents are entitled to a genuine partnership with the Education Services, which requires open communication, full information, a share in the decision making process, and access to counselling and support when needed.
3. Teachers are entitled to the resources and support necessary to provide the service to their pupils and parents.

(See attached Local Offer)

Objectives

- The 2014 SEN code of practice will be fully implemented.
- All children with special educational needs will be identified and assessed as early as possible.

- Provision for all pupils with special educational needs will be made by using the most appropriate strategy.
- All teachers will be responsible for meeting the individual needs of children with special educational needs.
- The knowledge, views and experience of parents will be valued and liaison occur with them on a regular basis.
- There will be close cooperation with all agencies involved in the provision of special needs.
- Children with special educational needs will be helped to recognise their strengths and develop them to their true potential.
- All children with special educational needs will be entered on a register and the steps taken to meet the needs of individual children recorded.
- All staff will address the needs of children with special needs and receive appropriate training.

Access

Admission arrangements for all pupils to our school are established according to the Criteria for Admission laid down by the Governing Body.

All areas of the school have been assessed for accessibility in order to comply with the

Disability Discrimination Act.

(See attached Accessibility plan 2016-17)

Special Educational Needs Co-ordination

The Special Educational Needs Co-ordinator is; Mrs K Holden

The Special Educational Needs Governor is; Mrs K Holden

Arrangements for Co-ordinating SEN Provision

The Role of the School Governors

It is the duty of the Governing Body to maintain a Special Needs Policy for their school and to make appropriate arrangements to identify and meet the needs of the pupils.

They must endeavour to ensure that any registered pupil with specified educational needs has the required provision.

They must also ensure that all teachers in the school are aware of the importance of identifying and providing for those who have special educational needs.

They will annually publish information for all parents and other relevant parties regarding S.E.N. provision in the school.

They will also work to ensure that employees receive appropriate guidance and support the governing body in meeting their duties to pupils.

The Role of the Special Educational Needs Co-ordinator:

- To encourage all staff to accept responsibility for the children with special educational needs through consultation and training.
- To work co-operatively with colleagues developing positive attitudes to children with special educational needs.
- To provide professional support and advice to colleagues.
- To ensure Learning Support staff and volunteer helpers are trained in methods of helping SEN children.
- To ensure that effective targets are set, monitored and progress recorded for SEN pupils at **School Support (SS)** and beyond, in collaboration with other key staff.
- To initiate and develop contact with the LA support services and outside agencies in relation to children with special needs.
- To ensure that parents of children with SEN are kept informed of their progress.
- To encourage and support parents of special needs children in the education of their children.
- To maintain a professional awareness of developments affecting special needs and to communicate these to the head teacher and staff.
- To help where necessary, to liaise with secondary schools to ensure continuity of support.
- To maintain a register of children with special needs.
- To monitor and report to the Head teacher any particular patterns in the school's identification and registration of children's Special Educational Needs or parents expressions of concern and subsequently examine the school's general practices and policies in the light of such patterns.
- To report annually to governors in writing.
- To take the lead in updating the S.E.N. policy.
- To monitor teaching and learning for special needs pupils in line with the school monitoring policy and monitoring cycle, reporting back to the Head, staff and governors
- To prepare and submit paperwork required to apply for an **Education Health and Care plan (EHC)**.
- To ensure the impact of any additional funding provides value for money.
- To attend LA training and to updated personal knowledge.

Identification procedures and practices.

In order to help children who have SEN, school makes full use of available classroom and school resources, before calling upon outside resources and specialist expertise.). This is a graduated approach, with the teachers using an array of strategies to support the child's special needs before consulting the SENCO or before consideration is given to moving the child on to the register at **School Support (SS)** or **Outside Agency School Support (OASS)**.

Teaching pupils with SEN is a whole school responsibility. Central to the work of every class and every subject is a continuous cycle of planning, teaching, assessment and evaluation. The majority of pupils will learn and progress within these arrangements. Teachers should deliver the NC programme of study in ways that meet the particular learning requirements of pupils.

Stages of Assessment

The S.E.N. Code recommends that to help match Special Education Provision to children's needs, a staged approach should be adopted.

Initially, teachers should apply differentiation strategies to address the needs of pupils needing additional support in the classroom. These are known as Wave 1 strategies and all teachers are required to meet the needs of all their learners and are teachers of special needs.

Teacher Concerns

In order to meet the needs of individual children and gain additional support from other agencies, the class teacher monitors the progress of the pupils closely, in the first instance providing a range of intervention strategies and differentiated work.

Detailed records of observations, children's strengths and weaknesses, intervention strategies used and concerns are maintained.

Using this evidence it may be decided that the strategies used are not allowing the child to learn as effectively as possible and to make sufficient progress. In these circumstances, the SENCO may be consulted. A review of the strategies used will take place which could lead to the conclusion that the pupil requires help over and above that which is normally available in class. Consideration is then given to putting the child's name on the SEN register at **School**

Support (SS).

At this point the school has a duty to inform the child's parents that interventions are taking place.

Intervention through SCHOOL SUPPORT

When a class teacher or the SENCO identifies a child with SEN the class teacher should provide interventions that are additional to or different from those provided as part of the school's usual differentiated curriculum and strategies (**School Support**).

The triggers for intervention through School Support could be the teacher's or others' concern, underpinned by evidence, about a child who despite receiving differentiated 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 mathematical skills resulting in poor attainment in some curriculum areas

- presents persistent emotional or behavioural difficulties despite techniques usually employed in school
- has sensory or physical problems and makes little progress despite specialist equipment.
- has communication/interaction difficulties and makes little progress despite the provision of a differentiated curriculum.

The child's class teacher should remain responsible for working with the child on a daily basis and for planning and delivering an individualised programme.

Consulting with the SENCO as appropriate.

Parents should always be consulted and kept informed of the action taken to help the child, and of the outcome of this action.

Nature of intervention

The SENCO and the child's class teacher should decide on the *support* needed to help the child to progress in the light of their earlier assessment.

This could take the form of:

- deployment of extra staff to enable one to one tuition (this will depend on financial resources and staff availability)
- to provide different learning materials or special equipment
- to introduce some group or individual support
- SENCO time spent on devising the nature of the planned intervention and to monitor its effectiveness
- to undertake staff development and training to introduce more effective strategies
- one-off or occasional advice from the LEA support services.

Intervention through OUTSIDE AGENCY SCHOOL SUPPORT (OASS)

A request for help from external services is likely to follow a decision taken by the SENCO and colleagues, in consultation with parents, at a meeting to review the child's progress.

At Outside Agency School Support external support services, both those provided by the LEA and by outside agencies, will usually see the child, in school if that is appropriate and practicable, so that they can advise teachers and recommend strategies to support learning; provide more specialist assessments that can inform planning and the measurements of a pupil's progress.

The triggers for Outside Agency School Support could be that, despite receiving an individualised programme and/or concentrated support under School Support, the child:

- continues to make little or no progress in specific areas over a long period
- continues working at NC levels substantially below that expected of children of a similar age
- continues to have difficulty in developing literacy and mathematical skills

- has emotional or behavioural difficulties which substantially and regularly interfere with the child's own learning or that of the class or group
- has sensory or physical needs, and requires additional specialist equipment or regular advice or visits by a specialist service
- has ongoing communication or interaction difficulties that impede the development of social relationships and cause substantial barriers to learning

The resulting new Intervention Sheet for the child should set out fresh strategies for supporting the child's progress. Although developed with the help of outside specialists, the strategies specified in the interventions should usually be implemented, at least in part and as far as possible, in the normal classroom setting.

The delivery of the interventions recorded continues to be the responsibility of the class teacher.

13. School request for an Educational Healthcare Plan (EHCP)

Where a request for an **Educational Healthcare Plan (EHCP)** is made by a school or parents to an LEA, the child will have demonstrated significant cause for concern.

The school should be able to provide written evidence of or information about:

- the school's action through School Support and Outside Agency School Support
- individual education plans for the pupil
- records of regular reviews and their outcomes
- the pupil's health including the child's medical history where relevant
- National Curriculum levels
- attainments in literacy and mathematics
- educational and other assessments, for example from an advisory specialist support teacher or an educational psychologist
- views of the parents and of the child
- involvement of other professionals
- any involvement by the social services or education welfare service.

14. Working with children with Educational Healthcare Plan (EHCP)

All children with statements of special educational needs should have short-term targets set. In the majority of cases the strategies to meet these targets will be set out in an Intervention Sheet. As at School Support and Outside Agency School Support the Interventions should record only that which is additional to or different from the differentiated curriculum plan.

15. Access to the National Curriculum and integration into the school

All pupils with SEN are based in mixed ability classes and take part in the normal classroom activities. Class teachers provide a variety of differentiated tasks to

match the abilities of all pupils including those with SEN. Where appropriate there is provision of different learning materials and additional support is given to these pupils by LSPs or volunteers.

Children may be withdrawn from the classroom for short periods of time over a term for extra tuition catered to their specific needs or as part of their targets. These withdrawals may be on a one-to-one basis with the SENCO, class teacher or a LSP, or as part of a group.

16. Assessment and Recording

All children with SEN will normally be assessed by the class teacher, SEN support staff and the SENCO.

In addition School Action Plus and children with a Statement will be assessed by Inclusion Support or other appropriate outside agencies.

Children who receive interventions will be assessed on entry, during and exit from various programmes to evaluate the impact of these interventions.

17. Arrangements for partnership with parents

Parents will be involved at all stages of the process. The school is open to expressions of concern by parents. Parents' concerns will be followed up by assessment by class teachers and SENCO. Parents will be involved in review meetings. Reviews will be discussed as part of Parents' Evening.

The SENCO is always available to see any concerned parent. An appointment should be made for a mutual convenient time.

The school has a Home-School Agreement.

18. Use made of Support Services outside school

Services of the LEA and other outside agencies are used at all stages in an advisory capacity, and give direct support to pupils at Outside Agency School Support and those with Educational Healthcare Plans (EHCP).

We are at present working with:-

Inclusion Support through SENAT L, SENAT B and Educational Psychologist

The Speech and Language Therapy Department

Sandwell Health Authority through the school nurse

The Occupational Therapy Department

We have Local Authority agreements in place with Inclusion Service, The Speech Therapy Department and The Departments for the Hearing and visually Impaired.

The SENCO has regular meetings with external staff that come into school and they are involved in reviews and the setting of targets.

19. Links with other schools and transition arrangements

The SENCO is fully involved in the transfer of pupils from Primary to Secondary school. She is available to discuss the various options available for the child with

special needs. Towards the end of the Summer term before the special needs child moves to secondary school the SENCO meets with the SENCO of the appropriate secondary schools, or makes contact by phone, and discusses the needs of all children transferring to that school.

All relevant documentation from the child's special needs file is forwarded to their new school. This ensures the best possible continuity.

To review September 2018

Appendix 1 Local Offer

Appendix 2 Provision map

Appendix 3 Accessibility plan 2016-17