SAUGHALL ALL SAINTS CE Primary School

Special Education Needs Information Report

Introduction

All Cheshire West and Chester Local Authority (LA) maintained schools have a similar approach to meeting the needs of pupils with Special Educational Needs and /or disabilities and are supported by the LA to ensure that all pupils, regardless of their specific needs, make the best possible progress in school.

All schools are supported to be as inclusive as possible, with the needs of pupils with Special Educational Needs and Disabilities (SEND) being met in a mainstream setting wherever possible.

The broad areas of SEND need are:

* Communication and Interaction.
* Cognition and Learning.
* Social, Emotional and Mental Health Difficulties.
* Sensory and/or Physical.

What is the Local Offer?

The LA Local Offer

The Children and Families Bill was enacted in September 2014. From this date Local Authorities (LA) and schools are required to publish and keep under review information about services they expect to be available for children and young people with special educational needs (SEN) aged 0-25. The LA refer to this as the 'Local Offer'. The intention of the Local Offer is to improve choice and transparency for families. It will also be an important resource for parents in understanding the range of services and provision in the local area.

What is the Special Education Needs Information Report?

The Special Education Needs Information Report

Schools utilise the LA Local Offer to meet the needs of SEND pupils as determined by school policy and the provision that the school is able to provide. Schools refer to this as ‘The Special Education Needs Information Report.’

Questions

Please read the 13 questions below for more information about the Special Education Needs Information Report for Saughall All Saints CE Primary School.

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| Question 1  Who are the best people to  talk to in this school about  my child’s difficulties with  learning/ Special  Educational Needs or  disability (SEND)? | The Class teacher  Responsible for:   * Checking on the progress of your child and identifying, planning and delivering any additional help your child may need (this could be things like targeted work, additional support) and letting the Special Education Needs/Disabilities Coordinator (SENDCo) know as necessary. * Writing Learning Goals /Individual Education Plans (IEPs), and sharing and reviewing these with parents at least once each term and planning for the next term. Personalised teaching and learning for your child as identified on school’s provision map. * Ensuring that the school’s SEND Policy is followed in their classroom and for all the pupils they teach with any SEND.   The SENDCo – Mrs Cook  Responsible for:   * Developing and reviewing the school’s SEND policy * Coordinating all the support for children with special educational needs or disabilities (SEND) * Ensuring that you are;   i) involved in supporting your child’s learning  ii) kept informed about the support your child is getting  iii) involved in reviewing how they are doing.   * Liaising with all the other people who may be coming into to school to help support your child’s learning e.g.   Speech and Language Therapy, Educational Psychology etc.   * Updating the school’s SEND register (a system for ensuring that all the SEND needs of pupils in this school are known) and making sure that records of your child’s progress and needs are kept. * Providing specialist support for teachers and support staff in the school so that they can help children with SEND in the school to achieve the best progress possible.   The Headteacher – Mrs Prenton  Responsible for:   * The day to day management of all aspects of the school, this includes the support for children with SEND. * The Headteacher will give responsibility to the SENDCo and class teachers, but is still responsible for ensuring that your child’s needs are met. * The Headteacher must make sure that the Governing Body is kept up to date about issues relating to SEND.   The SEND Governor – Mrs Beddows  Responsible for:   * Making sure that the necessary support is given for any child who attends the school, who has SEND.   School contact telephone number – 01244 455466 |
| Question 2  What are the different  types of support available  for children with SEND in  our school? | a) Class teacher input via excellent targeted classroom teaching (Quality First Teaching).  For your child this would mean:   * That the teacher has the highest possible expectations for your child and all pupils in their class. * That all teaching is built on what your child already knows, can do and can understand. * Different ways of teaching are in place so that your child is fully involved in learning in class. This may involve things like using more practical learning. * Specific strategies (which may be suggested by the SENDCo) are in place to support your child to learn. * Your child’s teacher will have carefully checked on your child’s progress and will have decided that your child has a gap or gaps in their understanding/ learning and needs some extra support to help them make the best possible progress.   Specific group work  Intervention which may be:   * Run in the classroom or outside. * Run by a teacher or a Teaching Assistant (TA).   b) Specialist groups run by outside agencies e.g .Speech and Language therapy  SEN Code of Practice 2014: School Support (SS)  This means they have been identified by the SENDCo /Inclusion Manager/ class teacher as needing some extra  specialist support in school from a professional outside the school. This may be from: Local Authority central services  such as the ASD Outreach Team or Sensory Service (for students with a hearing or visual need) Outside agencies such  as the Education Psychology Service (EPS).  What could happen:  You may be asked to give your permission for the school to refer your child to a specialist professional e.g . a Speech  and Language Therapist or Educational Psychologist. This will help the school and yourself understand your child’s  particular needs better and be able to support them better in school. The specialist professional will work with your child  to understand their needs and make recommendations as to the ways your child is given support.  c) Specified Individual support  This type of support is available for children whose learning needs are, severe, complex and lifelong. This is to be  provided via an Education, Health and Care Plan (EHCP). This means your child will have been identified by professionals as needing a particularly high level of individual or small group  teaching. This type of support is available for children with specific barriers to learning that cannot be overcome through  Quality First Teaching and intervention groups.  Your child will also need specialist support in school from a professional outside the school. This may be from:   * Local Authority central services such as the ASD Outreach Team or Sensory Service (for students with a   hearing or visual need)   * Outside agencies such as the Speech and Language therapy (SALT) Service   For your child this would mean:   * The school (or you) can request that Local Authority Services carry out a statutory assessment of your child’s needs. This is a legal process which sets out the amount of support that will be provided for your child. * After the request has been made to the ‘Panel of Professionals’ (with a lot of information about your child, including some from you), they will decide whether they think your child’s needs (as described in the paperwork provided), seem complex enough to need a statutory assessment. If this is the case they will ask you and all professionals involved with your child to write a report outlining your child’s needs. If they do not think your child needs this, they will ask the school to continue with the current support. * After the reports have all been sent in, the ‘Panel of Professionals’ will decide if your child’s needs are severe, complex and lifelong. If this is the case they will write an Education Health Care Plan (EHCP). If this is not the case, they will ask the school to continue with the current level of support and also set up a meeting in school to ensure a plan is in place to ensure your child makes as much progress as possible. * The EHC Plan will outline the number of hours of individual/small group support your child will receive from the LA and how the support should be used and what strategies must be put in place. It will also have long and short term goals for your child. * The additional adult may be used to support your child with whole class learning, run individual programmes or run small groups including your child. |
| Question 3  How will I let the school  know if I have any  concerns about my child’s  learning in school? | If you have concerns about your child’s progress you should speak to your child’s class teacher initially.   * If you continue to be concerned that your child is not making progress, you may speak to the Special Education Needs/ Disabilities Coordinator (SENDCo). * The school SEND Governor can also be contacted for support. |
| Question 4  How will the school let me  know if they have any  concerns about my child’s  learning in school? | If your child is identified as not making progress, the school will set up a meeting to discuss this with you in more detail  and to:  • listen to any concerns you may have  • plan any additional support your child may need  discuss with you any referrals to outside professionals  to support your child’s learning |
| Question 5  How is extra support  allocated to children and  how do they progress in  their learning? | The school budget, received from Cheshire West and Chester LA, includes money for supporting children with SEND.   * The Head Teacher decides on the deployment of resources for Special Educational Needs and Disabilities in consultation with the school governors, on the basis of needs in the school. * The Head Teacher and the SENDCo discuss all the information they have about SEND in the school, including:   i) the children getting extra support already  ii) the children needing extra support  iii) the children who have been identified as not making as much progress as would be expected and decide what resources/training and support is needed.  iv) the child’s view will be sought informally and for review meetings; this may not always be possible with  very young children / children with delayed development.  v) identifying the needs of their pupils on a school provision map which for SEND pupils identifies all resources/training and support are reviewed regularly and changes made as needed. |
| Question 6  Who are the other people  providing services to  children with SEND in this  school? | School provision   * Teaching Assistants * School clubs   Local Authority Provision   * Educational Psychology Service * Parent Partnership Service Health Provision * Speech and Language Therapy * School Nurse * Occupational Therapy * Physiotherapy * Paediatricians * CAMHS |
| Question 7  How are the teachers in  school helped to work with  children a SEND and what  training do they have? | The SENDCO’S job is to support the class teacher in planning for children with SEND.   * The school provides training and support to enable all staff to improve the teaching and learning of children, including those with SEND. This includes whole school training on SEND issues such as Dyslexia and Speech and language difficulties. * Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs of specific children in their class e.g. from the Autism Outreach Team service. * In-house training is also organised by the SENDCo and delivered to teachers and teaching assistants. |
| Question 8  How will the teaching be  adapted for my child with  SEND? | Class Teachers plan lessons according to the specific needs of all groups of children in their class, and will ensure that  your child’s needs are met.   * Support staff, under the direction of the class teacher, can adapt planning to support the needs of your child where necessary. * Specific resources and strategies will be used to support your child individually and in groups. * Planning and teaching will be adapted on a daily basis if needed to meet your child’s learning needs. |
| Question 9  How will we measure the  progress of your child in  school? | Your child’s progress is continually monitored by his/her class teacher.   * His/her progress is reviewed formally every term in reading, writing and numeracy. * At the end of each key stage (i.e. at the end of year 2 and year 6) all children are required to be formally assessed using Standard Assessment Tests (SATS). This is something the government requires all schools to do and the results are published nationally. * Children may have personal learning goals which will be reviewed termly, and a future plan made. * Teachers meet with SENDCo/Headteacher on a termly basis as part of SEND pupil progress meetings. * The progress of children with an EHC Plan is formally reviewed at an Annual Review, with all adults involved with the child’s education. * The SENDCo will also check that your child is making good progress within any individual work and in any group that they take part in through Learning Walks and regular monitoring. |
| Question 10  What support do we have  for you as a parent of a child with a SEND? | The class teacher is regularly available to discuss your child’s progress or any concerns you may have and to share information about what is working well at home and school so similar strategies can be used.   * The SENDCo is available to meet with you to discuss your child’s progress or any concerns/worries you may have. * All information from outside professionals will be discussed with you with the person involved directly, or where this is not possible, in a report. * Personal Learning Goals will be reviewed with your involvement. * Homework will be adjusted as needed to your child’s individual needs. * A home/school contact book may be used to support communication with you, when this has been agreed to be useful for you and your child. |
| Question 11  How is Saughall All Saints CE  Primary School accessible to children with SEND? | The school is fully compliant with DDA requirements.   * The school is on one level with easy access and double doors. * There is a disabled toilet with a walk in shower and appropriate changing table. * We ensure, where ever possible, that equipment used is accessible to all children regardless of their needs. * Extra-curricular activities are accessible for all children including those with SEND. |
| Question 12  How will we support your  child when they are leaving this school? OR  moving on to another class? | We recognise that transitions can be difficult for a child with SEND and take steps to ensure that any transition is a smooth as possible.  If your child is moving child to another school:   * We will contact the school SENDCO and ensure he/she knows about any special arrangements or support that need to be made for your child. * We will make sure that all records about your child are passed on as soon as possible.   When moving classes in school:   * Information will be passed on to the new class teacher in advance and in most cases, a planning meeting will take place with the new teacher. Learning Goals will be shared with the new teacher. * If your child would be helped by a book to support them understand moving on then it will be made for them.   In Year 6:   * The SENDCo/Year 6 class teacher will discuss the specific needs of your child with the SENDCo of their secondary school. * Your child will do focused learning about aspects of transition to support their understanding of the changes ahead. * Where possible your child will visit their new school on several occasions and in some cases staff from the new school will visit your child in this school. |
| Question 13  What Emotional and Social  Development support do  we have for a child with a  SEND? | We recognise that pupils with SEND may well have Emotional and Social Development needs that will require support in school.   * The Emotional Health and Well-being of all our pupils is very important to us. * We are an ELSA school and our ELSA trained member of staff runs regular 1:1 Sessions with identified children needing additional emotional support. * We have a robust Child Protection Policy in place; we follow National & LA Guidelines. * We have a robust Behaviour and Discipline Policy in place. * The Head teacher, Deputy Head teacher and all staff continually monitor the Emotional Health and Well-being of all our pupils. * We are an Anti-bullying school. |

**School’s Procedures for Complaints relating to SEN**

The complaint policy is available on the school’s website and from the school office. In the first instance any complaint or issue should be raised with the class teacher. If the matter remains unresolved then arrange to speak with the SENCO. The next stage would be to arrange to meet the Headteacher. In the event that the matter is unresolved then the complainant must put their complaint in writing to the Chair of Governors. The Governing Body deals with the matter through their agreed complaint resolution procedures.

In the unlikely event that the matter is still not resolved, the parent can then take the complaint to the Education Funding Agency and ultimately to the Ombudsman/Secretary of State. At Saughall All Saints Primary School we acknowledge that it is obviously in everyone’s interests for complaints to be resolved as quickly and at as low a level as possible