



Porthleven School.

Torleven Road

Porthleven

Helston

Cornwall TR13 9BX

website: www.porthleven.cornwall.sch.uk

Monday 3rd November 2014

Dear Parents,

As a consequence of the new Special Educational Needs Code of Practice that became statutory in September of this year, the process by which we meet the needs of all pupils with Special Educational Needs has changed.

Under the new system the special needs categories School Action and School Action Plus (both of which required an Individual Education Plan) have been abolished to be replaced by a new category: SEN Support. The criteria for being placed on the SEN Support register are very specific and not all pupils who previously had an IEP will meet these criteria. Pupils who have special needs but do not meet the criteria for SEN Support will be placed on the On Alert register. All children with a Statement of Special Need will automatically be placed on the SEN Support register. In time all Statements will be converted to Education, Health and Care Plans.

We are required to have a very clear plan to support all our On Alert and SEN Support pupils. Our plans must follow an Assess-Plan-Do-Review cycle and must involve both pupil and parents. We are required to meet formally with all parents of SEN Support pupils at least three times each year and have regular communication with all parents of On Alert pupils.

There will no longer be Individual Education Plans. Instead, Individual Provision Maps will be produced for each pupil on SEN Support. These are outcome led and are produced through consultation with the pupil and parents.

When we meet with you we are required to record the key points discussed and all the actions that are decided upon. A copy of this Conversation Record is then given to you. This will be referred to at subsequent meetings.

In line with all other schools in Cornwall and nationally, we are in the process of adapting our school procedures to meet the new statutory guidelines. As soon as we have finalised our On Alert and SEN Support registers we will let you know which register your child has been placed on and the class teacher will be able to explain the reasons behind our decision.

The new Code of Practice puts pupils and parents at the centre of the whole special needs process. This is totally appropriate. To ensure that the best is achieved for all our pupils with special needs we need to ensure that effective communication is maintained between each crucial body: pupil, parent and school.

Therefore, I request that every effort is made on your part to keep us informed of **any** concerns that you have regarding your child's academic, social or emotional needs. Also, that you attend review

meetings at the appointed time or liaise with class teachers to arrange a more mutually convenient time. Unfortunately, few parents currently attend IEP review meetings.

In line with the new Code of Practice we are required to produce a School Offer. This document details all the provision we make for pupils with special educational needs at Porthleven School and can be found on the Family Information website.

If you would like further information about the changes to Special Educational Needs provision please do not hesitate to get in touch with me. There will be a meeting in the Learning Zone on Tuesday 25th November at 09.15 during which I will explain everything in more detail and answer any questions.

Thank you for your continued support.

Yours sincerely,

Alison Broome

SENDCo