



## The Federation of Longhorsley St Helen's and Whalton C of E First Schools

### Our School helps us to be the best that we can be! SEND Policy - September 2016

**" ... the purpose of education for all children is the same; the goals are the same. But the help individual children need in progressing towards them will be different." ..... "Whereas for some (children) the road they have to travel towards the goals smooth and easy, for others it is fraught with obstacles..... progress would be possible and their educational needs will be fulfilled as they gradually overcome obstacles after another on the way." \*taken from the SEN Code of Practice 2015.**

At The Federation of Longhorsley and Whalton C of E First Schools we recognise the individuality of each child and strive to help our pupils to achieve their full potential. Every child is special, regardless of race, culture or religious beliefs and whatever their abilities or needs.

All children at The Federation of Longhorsley and Whalton C of E First Schools are entitled to an education that meets their needs. Quality first teaching based on agreed planning, assessment and recording procedures is available to all. SEND provision is designed to identify those children who need additional consideration and to plan and evaluate the school's efforts to help those children.

Class teachers are responsible for the teaching, learning and progress of all pupils in their class, including those with SEND and any it is their responsibility to plan and evaluate children who are also supported by specialist staff. The teachers, in collaboration with the SENDCo, plan appropriate intervention programmes and targeted 1:1 support to support the individual's needs. This is reviewed as and when appropriate but a minimum of once per term.

We recognise the need to work in partnership with parents and value the contribution parents make to their child's education. Children also contribute their views on the provision provided wherever possible.

At The Federation of Longhorsley and Whalton C of E First Schools we also seek the support from external agencies where appropriate and utilise the services they offer. Although not always covered by SEND legislation, The Federation of Longhorsley and Whalton C of E First Schools also identify vulnerable groups of children for additional consideration. Vulnerable groups include those on the Child Protection and Looked After Children registers as well as the SEND register, children facing economic hardship and those with low attendance. It is the class teachers' and the School's Management Team's duty to ensure that these children have equality of access to the correct provision to meet their needs. This may include additional adult attention for an individual or within a small group, as well as a differentiated curriculum. An Individual Menu of Provision is offered to identified children through consultations with parents

*This policy was developed by Ms Campbell, SENDCo and Mrs Brannen, Executive Headteacher of The Federation of Longhorsley and Whalton First School following guidance and training provided by Northumberland County Council. It reflects the SEND Code of Practice 0-25 guidance issued by the Government on 1<sup>st</sup> September 2014 (updated in May 2015). The Governing Body were consulted as were class teachers and senior support staff, and once adopted it is to be shared with parents and other stakeholders via the school's website.*

**Policy: SEND Policy**

**Published by: Governing Body**

**Author: Mrs Brannen & Mrs Campbell**

**Issue Date: September 2016**

**Next Review Date: September 2017 (to be reviewed annually)**

## **SEND Policy**

### **Introduction**

The Federation of Longhorsley and Whalton C of E First Schools promotes high standards of all pupils, regardless of their particular needs. They are offered inclusive teaching, which enables them to make the best possible progress. We have high expectations of all of our children.

### **COMPLIANCE**

This policy complies with the statutory requirement laid out in the SEND Code of Practice 0-25 (2014, updated May 2015) and has been written with reference to the following guidance and documents:

- **Working Together to Safeguard Children (2013):** Statutory guidance from the Department for Education which sets out what is expected of organisations and individuals to safeguard and promote the welfare of children
- **Equality Act 2010: Advice for schools:** Non-statutory advice from the Department for Education, produced to help schools understand how the Equality Act affects them and how to fulfil their duties under the Act
- **Reasonable adjustments for disabled pupils (2012):** Technical guidance from the Equality and Human Rights Commission
- **Supporting pupils at school with medical conditions (2014):** statutory guidance from the Department for Education
- **The Mental Capacity Act Code of Practice:** Protecting the vulnerable (2005) Part 3 of the Children and Families Act 2014
- **Schools SEN Information Report Regulations (2014)**
- **Teachers Standards 2012**

The main changes from the SEN Code of Practice (2001) are as follows:

This Code of Practice, now covers 0-25 year olds and includes guidance relating to disabled children and young people as well as those with SEN. It focuses on the participation of parents, children and young people (CYP) in decision making and has high aspirations in improving outcomes for children. It gives guidance on joint planning and commissioning to ensure close cooperation between education, health and social care. It gives guidance on publishing the SEND Information

Report for support and gives guidance for education on a graduated approach to identifying and supporting CYP with single Special Educational Needs (SEN) Support -replacing School Action and School Action Plus. For children with more complex needs, a coordinated assessment process and the new 0-25 Education, Health and Care plan (EHC plan) replace statements and Top Up funding and Learning Difficulty Assessments (LDAs). Finally, there is a greater focus on support that enables those with SEND to succeed in their education and make a successful transition to adulthood.

## **Definition of 'SEND'**

The Special Education and Disability Code of Practice: 0-25 years (2014) states:

*A child or young person has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for him or her; A child of compulsory school age or a young person has a learning difficulty or disability if he or she:*

- *has a significantly greater difficulty in learning than the majority of others of the same age, or*
- *has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions*

The definition of disability in the Equality Act (2010) states children with '*...a physical or mental impairment which has a long-term (more than 12 months) and substantial adverse effect on their ability to carry out normal day-to-day activities*'. This includes children with sensory impairments as well as long-term health conditions such as asthma, diabetes, epilepsy and cancer.

It also states that schools must make reasonable adjustments, including the provision of auxiliary aids and services, to ensure that disabled children and young people are not at a substantial disadvantage compared with their peers.

## **Broad Areas of Need**

There are four broad areas of need:

- Communication and Interaction
- Cognition and Learning
- Social, Mental and Emotional Health
- Sensory and/or Physical Needs

Other more specific categories include, as defined in the 2014 SEND Code of Practice: Autism Spectrum Disorder (ASD), Speech, Language and Communication Need (SLCN), Specific Learning Difficulties (SLD), Hearing Impairment (HI), Visual Impairment (VI), Physical Difficulties (PD), Social, Multi-Sensory Impairment (MSI) \*Emotional and Mental Health Needs (SEMH)\*This area of need has replaced the term BESD previously used, which was Behavioural, Emotional and Social Difficulties.

When children are assessed and identified with SEND, we ensure that their needs are met and additional support is given where required, either within school or in collaboration with specialist external agencies. Children with SEND are taught and managed sensitively with a view to promoting their inclusion in all school activities as far as this can be reasonably arranged as well as promoting independence.

When additional specialist advice and support, beyond what is offered in school, is necessary, we contact the appropriate external agencies and work closely with them to promote the child's well-being and development. Our SEN Information Report provides further information about the agencies we work with.

## **Identification of 'SEND'**

A key principle under the Code is that early identification of need and action to address such a need is critical to the future progress and success of the child. There should be no delay in making any necessary SEND provision in early years. Some children arrive at our school with identified SEND, in which case the SENDCo will liaise with the previous school, nursery or setting to ensure there is a smooth transition and continuity of provision.

Some children arrive at our school with a need that has not yet been diagnosed or acknowledged, or during a child's time at our school, teachers and parents may have concerns about pupil progress or attainment. In these cases parents will be contacted to discuss concerns and share their views. There is a period of monitoring and review, including an analysis of the child's progress compared with peers, national data and expectations of progress. Following this, and in consultation with all relevant staff at school, the child (if appropriate) and the child's parents, a child may be identified as having SEND and appropriate provision will be made. If parents have any concerns about their child they should contact their class teacher in the first instance. The class teacher will discuss these concerns with the appropriate staff in school and a child's need, will be monitored, reviewed with the possibility of planned intervention to support the child and their family.

Children may be the subject of a period of monitoring and review for a short time, receiving time-limited and targeted interventions until they have progressed sufficiently to work at age-related expectations, or they may go on to need longer term support including that which is available from external agencies.

## **SEND Support (also documented in the School's SEND Information Report)**

Where a child is identified as having SEND, we work in partnership with parents to establish the support for the child needs. The child's needs are identified, including the expected progress and attainment for them. Following this discussion, an Intervention and Support Plan is written. This is aimed at removing barriers to learning and putting effective special provision in place that is implemented and reviewed at least termly. Parents are invited to discuss this plan; their child's progress and the support and targets. Class teachers and the SENDCo are available for further discussion by appointment and formal meetings will also be called at least annually for children with greater needs or at times of transition such as moving on to another school.

Where a child has an EHCP (Education Health and Care Plan) or an EHA (Early Help Assessment) there will be meetings called often termly with formal paperwork to be collected.

## **The Federation of Longhorsley and Whalton C of E First Schools graduated approach to SEN**

*The SEND Code of Practice emphasises that all teachers, whether they are class based or subject based, are responsible for the education and progress of all the pupils they teach.*

### Level 1:

#### **Quality First Teaching**

Children receive inclusive quality first teaching (QFT) – the essential foundation of all teaching, assessment and intervention for all pupils which seeks to engage and support the learning of CYP, builds on their prior learning and involves a curriculum that is methodically constructed and reviewed to deliver small and efficient steps of progression.

Some children at this level may be on a monitoring list, their progress being carefully tracked and reviewed.

### Level 2:

#### **Additional School Intervention plus support**

Continued or increased concern may lead to children receiving additional, time limited and targeted interventions to accelerate their progress to age-related expectations. These interventions may involve group or one-to-one teaching. The SENDCo and class teachers will work closely with any support staff to plan and assess the impact of the support and interventions and to link them to classroom teaching. At this stage advice from other agencies may be sought. Intervention Programs such as First Class @ Number, Additional Literacy Support, Wordshark, Read Write Inc, Numbershark, Spellmate, are some of the interventions that have been used across the Federation within the last 2 years. As a support mechanism, school may also seek support from other agencies to help with assessment and interventions at this stage.

### Level 3:

#### **High Need**

Where a child continues to make less than expected progress, despite interventions, they receive highly personalised interventions to accelerate their progress and enable them to achieve their potential. When appropriate, specialist outside agencies will support this. The SENDCo and class teachers work with specialists to select effective teaching approaches, appropriate equipment, strategies and interventions in order to support the child's progress. If support is not impacting on the child's progress and this is still of significant concern, the school, after consultation with parents and other professionals, will request an Education, Health and Care Needs Assessment from the Local Authority. Parents can also request an EHC Needs Assessment.

As part of 'The Graduated Response' the school follows the structure of

1. Assess (pupil progress and attainment)
2. Plan (pupil target setting)
3. Do (pupil completed relevant additional intervention)
4. Review (reassessment to monitor progress and impact of intervention)

### **Home School Partnership and Transition**

At The Federation of Longhorsley and Whalton C of E First Schools we recognise and value the contribution of parents. Parents are always welcome to come into school to discuss their child. Their views are respected and their concerns are taken into consideration at all stages of the SEND procedure. Discussions will involve information on their child's progress, additional support, interventions and targets that have been set.

How the school informs parents about SEND provision:

- New Starters' Meetings in school for parents with children about to start in Nursery/pre-school/Reception
- Key stage Meetings to prepare for new key stage/year group
- Meetings can be arranged with class teachers in the first instance and then the school SENDCo for parents who wish to discuss their child with either the class teacher or the Head. An appointment can be arranged via the school office.
- A procedure exists for the treatment of complaints

### **Transition Arrangements - What you can expect**

We will do everything to ensure that your child's needs are identified early, before transfer, and support measures will be put in place on entry. Extra visits, before transfer, will enable your child to feel confident and secure. Nursery and Reception parents are invited to a 'New Starters Meeting' (see above) and the children are offered 'taster visits' to enable them to see the environment they will be learning in.

Year 4 children who transfer to middle school are invited to a number of transfer activities for example: Technology Taster sessions, a Mini Sports Day organised by our Young Sports Leaders, literacy/numeracy sessions led by some of the Year 5 staff.

Further visits for those children who are particularly anxious about the move from first to middle are arranged either through consultation with the feeder school, or by parental request.

Parents are involved every step of the way. New Year 5 parents are invited to the middle schools to attend an Open day and Intake Evening before transfer

### **Children with Medical Needs**

We have a separate *Supporting Children with Medical Needs* Policy. Please refer to this policy on our school websites under 'Our School' and then 'Documents and Policies'.

### **Pupil Views**

Children's views matter to us and all children are regularly required to set personal targets and reflect upon their performance through their personalised targets. Where appropriate, children with SEND are aware of their termly targets and are encouraged to self-review against these. As part of the formal review process for children with an EHCP, they are also asked about their views on their strengths, the areas in which they feel they would like to develop and the support they would like to receive.

### **SEND Staff Development**

The school is committed to providing INSET and staff development in regard to SEND is a regular part of this. We monitor, review and develop all teachers and support staff's understanding of strategies to identify and support pupils with 'SEND'. Teachers and Teaching Assistants receive at least annual training on updates in our provision, whenever other changes are made. In addition staff attend or cascade training from outside agencies. 2015 has seen ELKLAN training and 1<sup>st</sup> Class @ Number and @Number 2 Training, we have also had twilight sessions to inform us more about LAC (Looked After Children). In terms of external agencies we have had involvement from Locality

Inclusion Support Team (LIST), Medical Professionals and The Speech and Language Therapy Service. 2016 has seen the vast majority of our staff trained in the Read, Write Inc. programme

We have a named Governor with responsibility for SEND. Any queries can be directed towards the Head teacher or SENDCo in the first instance.

### **Conclusion:**

Our intention is to provide the greatest opportunity for all children, including those with SEND, to progress towards achieving their full potential. The partnership between home and school is highly valued and children's views are listened to.

If for any reason, you are unhappy with the provision that your child is receiving, then there is a formal complaints procedure. We have a separate *Complaints Procedure Policy*. Please refer to this policy on our school websites under 'Our School' and then 'Documents and Policies'.

### **Related policies**

This policy should be read in conjunction with other school policies particularly all Teaching and Learning policies, Policy for Good Behaviour and the SEND Information Report (Previously known as The Local Offer).

#### **This policy was agreed by the Governing Body**

Date Completed: September 2016

Signed: Mrs N Brannen Executive Headteacher \_\_\_\_\_ Date:

Signed: Mr P Truscott Chair of Governors \_\_\_\_\_ Date: