



MOUNT CHARLES SCHOOL

A COMMUNITY PRIMARY SCHOOL

Mrs C Bunting
HEADTEACHER



PENINSULA
LEARNING TRUST

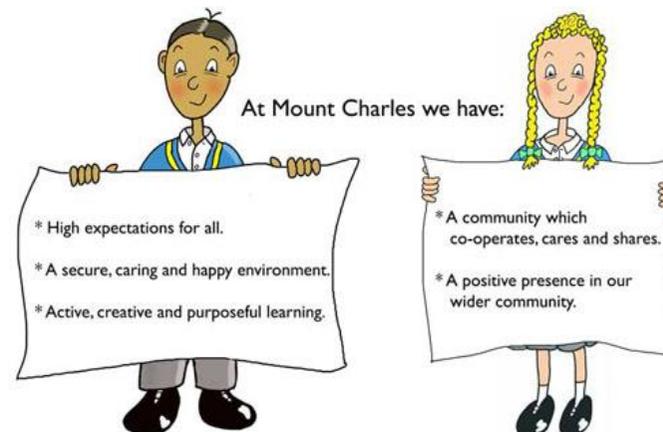
Inclusion Lead – Mrs L Nancarrow
ARB Lead- Miss J Carew

Deputy SENDCo for Years 5 and 6- Miss R Nile
Contact details: 01726 73911

Our School Offer for Special Educational Needs and Disability (SEND) 2018-2019

At Mount Charles School, we know the importance of providing an accessible curriculum in a happy and supportive environment. Our inclusive, whole school approach identifies and provides for the needs of each individual child. Our staff are committed to ensuring that every child makes the progress required to achieve their true potential and prepare them for their future.

We are proud of the learning opportunities we provide, and enjoy celebrating the success of all children at Mount Charles School. To help us achieve this we have the following aims:



We prioritise high-quality provision for all children. This includes removing barriers to learning through: early identification, high-quality teaching using a range of strategies and techniques to engage all, differentiated activities and well resourced, inspiring learning environments. More specific detail can be found in the rest of this document.

Links to other documents such as our SEN Policy, SEN Information Report, Equality objectives and Accessibility Plan can be found on the SEN page of our website: <http://www.mount-charlessch.org/website/send/222907>

The levels of support and provision offered by our school

1. Listening to and responding to children and young people

<p>Whole school approaches The universal offer to all children and YP.</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • The views and opinions of all students are valued. • Through the school council the student voice is represented in all aspects of school. • Pupil conferencing is part of our monitoring process to explore children’s views and opinions. • Weekly PSHE/ R-time sessions. • Whole school assemblies focus on key areas of PSHE and re-iterate the Diamond Rules. • Lots of opportunities for partner/group discussion in lessons. • Self-assessment of understanding and difficulty level of a lesson is used in most classes. • Children respond to marking feedback. • Emotion coaching helps children to understand their emotions and respond appropriately to situations they encounter. • Trauma and Mental Health Informed Schools (TMHIS) approaches are adopted by all staff to ensure opportunity and encouragement for children to express their emotions, worries and concerns. 	<ul style="list-style-type: none"> • Students with SEND participate in pupil conferencing and share their views on the provision in school and their views are taken into account. • Additional provision is mapped and reviewed with the children and their parents/carers. • ‘Draw and Talk’ or ‘Mentoring’ sessions are provided for children having difficulties expressing their emotions. • Language passport, Time-out and ‘Take 5 Breathing exercise’ prompts as well as TMHIS strategies are used to support communication in situations where children’s emotions are high. • Children discuss the targets and provision they receive. 	<ul style="list-style-type: none"> • Student views are an integral part of TAC meetings and EHCP reviews.

2. Partnership with parents and carers

<p>Whole school approaches The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • The school works in partnership with all parents and carers. • ‘Open door’ policy in place throughout the school. • The parents and carers of all pupils are invited to attend parents’ evenings and receive a report. • There is a parents section on the school website for all parents to access. • Fortnightly Newsletters encourage strong communication links. • The school website is updated regularly. • Termly class newsletters inform parents/carers of the curriculum and activities are posted on the website. • Coffee mornings, activities events and curriculum workshops. • Parents are invited to class assemblies and whole school/key stage activities. 	<ul style="list-style-type: none"> • Parents/carers know who the Inclusion Lead, Assistant SENDCo and the Designated Safeguarding Lead are. • Parents/carers are informed if their child is placed on the Record of Need (RON) and as a result is receiving additional support. • Parents/carers are part of the Assess, Plan, Do, Review cycle and meet with the Class teacher/Inclusion Lead at least three times a year. • Parents/carers are able to contact the Inclusion Lead at any time to arrange a meeting to discuss concerns. • Individual Provision planning forms are sent home to parents/carers outlining their child’s provision. 	<ul style="list-style-type: none"> • Parents/carers are invited to attend EHCP reviews and TAC meetings. • Support in accessing outside agencies.

3. The curriculum

<p>Whole school approaches. The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • The curriculum is broad and balanced and designed to allow the inclusion of all students. • School trips take place for all children to enhance the curriculum. • Clearly differentiated planning ensures all children’s needs are met. • Imaginative and innovative curriculum planning to engage all learners. • Whole school use of Read, Write Inc. to ensure that all children receive high quality phonics teaching. • Singapore Maths and White Rose maths schemes of work are used to ensure consistency in maths teaching. • Accelerated reader is used across KS2. • Regular assessment ensures all children receive the teaching they require whatever their ability. • Visual timetables, working walls, clear accessible labelling, accessible resources, use of ICT • Termly class newsletters inform parents/carers of the curriculum and events. 	<ul style="list-style-type: none"> • Where children are identified as needing extra support then additional interventions will be put into place and monitored through tracking forms. • Clearly differentiated planning ensures all children’s needs are met. • Imaginative and innovative curriculum planning to engage all learners. • Groups of children may be given extra group support by a teaching assistant/teacher within class. • Individualised interventions targeting a child’s specific area of need. • Dyslexia Screening to identify specific areas of difficulty. • Read, write Inc small group interventions. • Read, write Inc one to one phonics catch up interventions. • Fresh Start literacy/Project X Code intervention for upper Key Stage Two children. • Speech and Language sessions with our SAL HLTA, targeted in EYFS. • Language link screening and interventions. • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support. 	<ul style="list-style-type: none"> • Children who have an Education, Health and Care plan will, at times, have adult support in order to allow them to access the curriculum. • TEACCH trays are used to encourage independent access to learning tasks. • Support from outside agencies is accessed to ensure children can join in with their peers. • Mount Charles has an Area Resource Base (ARB) unit which also provides supportive ideas and strategies to staff to ensure all children can access the curriculum. • Children from the ARB link into their mainstream classes for certain curriculum activities. • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support.

4. Teaching and learning

<p>Whole school approaches The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • All children will have access to quality first teaching from a qualified teacher. • Clear formats of planning in place linked to Singapore Maths, White Rose Maths, Read Write Inc Phonics and Cornerstones schemes of work. • Clearly differentiated planning ensures all children’s needs are met. • Imaginative and innovative curriculum planning to engage all learners. • The whole school uses a dyslexia friendly approach to teaching and learning. • All children are given feedback on their learning, with guidance on how to move their learning forward. • A range of resources are available for all children to access. • Teachers display learning methods and relevant learning points on working walls. • Clear success criteria and examples of expectations. • Alternative ways of recording information are used. • A range of teaching styles are used to engage all learners. • Children use ‘toolkits’ to help them with their writing. • Word mats and times table mats available for 	<ul style="list-style-type: none"> • Staff work closely together to ensure pupils with additional needs get targeted support. • Children will be placed on a provision map, showing where extra support is needed and what the outcomes of this are. • Children placed in small groups for phonics if needed following Read, write inc screening. • Fresh start literacy interventions for Year 5 and 6 based on screening. • Coloured screens/laminates/pens/paper available for children to use. • Some children will access additional intervention groups for literacy and numeracy. • ICT programmes to support learning. • Reading function in the test element of Accelerated reader for some children. • Dyslexia/memory groups. • Rapid response sessions with a teacher or Teaching assistant to pick up misconceptions. • Children will have in place an Individual Provision Plan (IPP) with targets alongside a One Page Profile. This will be shared with parents/carers at least 3 times a year. • ASD and Dyslexia champions to provide 	<ul style="list-style-type: none"> • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support. • Mount Charles has an Area Resource Base (ARB) unit which also provides supportive ideas and strategies to staff to ensure all children can access the curriculum. • Children from the ARB link into their mainstream classes for certain curriculum activities.

<p>children to use.</p> <ul style="list-style-type: none">• Topic based learning.• An emphasis on outdoor learning – including opportunities for overnight stays in years 3 and 4 and a camp in years 5 and 6.• Opportunities for discussion in a variety of groupings.• Questioning and activities designed to meet levels of need, secure understanding and develop a level of challenge.• Accelerated Reader ICT programme available to all.• “Real” task learning, making the curriculum relevant.• Opportunities for outdoor learning throughout the curriculum.• Activities that engage all learning styles- visual, auditory and kinaesthetic.• Reasonable adjustments made to ensure individual access to all areas of learning and curriculum.	<p>strategies and support.</p> <ul style="list-style-type: none">• Advice and support from outside agencies in developing targeted individual support.	
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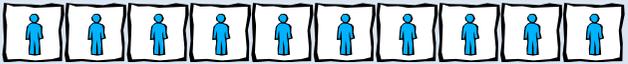
5. Self-help skills and independence

<p>Whole school approaches The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • Independent learning is a whole school focus: <ul style="list-style-type: none"> -staff model completing tasks to develop independent thinking skills. -tasks are well differentiated so that pupils can complete them independently. - Resources are available to children to choose from in all classrooms to aid them with their work. - Learning walls in all classrooms encourage self-help skills. - consistent routines and expectations. • PSHE/R-time sessions to encourage independence. • Behaviour policy and strategies for children to make the right choice. • KS2 overnight stays offered to all pupils. • Pupils self-assess their learning. 	<ul style="list-style-type: none"> • Children have personalised equipment such as talking tins, overlays and timers to help them to develop their independent learning. • Group interventions to develop self-help and independence skills. • ‘Draw and Talk’ or ‘Mentoring’ programmes encourages children to recognise and communicate their emotions. • Language passport, Time-out and ‘Take 5 Breathing exercise’ prompts and TMHIS strategies are used to support communication in situations where children’s emotions are high. • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support. 	<ul style="list-style-type: none"> • Personalised visual timetables. • Personalised task boards. • TEACCH trays organise tasks for some individuals to develop independence in accessing the curriculum. • Communication aids e.g. PECS. • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support.

6. Health, wellbeing and emotional support

<p>Whole school approaches The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • All children feel heard and valued within the school environment. • Whole school, clear, expectations of behaviour, with consistent rewards and consequences. • Positive whole school learning environment with tasks differentiated to provide challenge and success. • Weekly assembly focus' and PSHE/R-time sessions. • Two qualified Trauma and Mental Health Informed Schools (TMHIS) practitioners. • All staff trained in TMHIS strategies. • Emotion coaching • Building Learning Power • Wide variety of lunch and after school clubs on offer. • Year 5 are invited to take part in Bikeability sessions. • Safety talks are provided by the Fire-brigade, coastguard, Junior life skills and other services. • There is a named Designated Safeguarding Lead (Mrs Nancarrow). • Key staff are first aid trained. • All staff have appropriate training in Safeguarding and other key issues for safety. 	<ul style="list-style-type: none"> • Small group interventions based on developing self-esteem, social skills, life skills and regulating emotions. • Fun fit • Quiet club at lunchtime • Learning Mentors in school who will work with children on an occasional or regular basis who are experiencing emotional difficulties, sometimes using 'Draw and Talk'. • Social stories are used to develop understanding of social situations. • Brain breaks/movement breaks 	<ul style="list-style-type: none"> • TACs and annual reviews are supported by a range of agencies where appropriate. • Students with specific medical issues have an individual health care plan. • 1:1 sessions with our learning mentors to support children with emotional and behavioural difficulties. • Referrals can be made to the school nurse, Educational Psychologist, Penhaligan's friends, CLEAR counselling, Social Care through the Inclusion Lead. Please see the school website for more information. (Parents' Pages) • Involvement of Child and Adolescent Mental Health Service (CAMHS.) Referrals can be made through school for children who are experiencing more serious emotional difficulties where other interventions haven't been successful. • ASD and Dyslexia champions to provide strategies and support.

7. Social interaction and communication opportunities

<p>Whole school approaches The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • Group and partner work is used often in all classes. • Our curriculum is planned to develop skills such as working together, communicating with others and independent learning. • School counsellors play an active role in gaining information from their peers and presenting it to the council. They also have opportunities to present to the whole school in assemblies. • All pupils attend and take part in Harvest festival, Christmas Performance (KS1), Carol service (KS2), Easter service, sports days, sponsored walks, etc where possible and through discussion with parents where necessary. • All children have enriching school trips/visits and the opportunity to attend and overnight stay (KS2). • Pupils are encouraged to take part in sports events that are part of the area cluster and some teams have attended the County School Games. 	<ul style="list-style-type: none"> • Small group interventions based on developing self-esteem, social skills, life skills and regulating emotions. • Fun fit • ‘Draw and Talk’ and ‘Mentoring’ sessions support children in accessing social interactions and communication opportunities. • Social stories are used to develop understanding of social situations. • Huff and puff activities at lunchtime. • Increased lunch time club provision. 	<ul style="list-style-type: none"> • Teaching assistants in the playground at lunchtime encourage participation in activities such as Huff and Puff, skipping, ball games, small world play or direct towards other clubs to facilitate social interaction for children who find this tricky. • Theraplay • Children are encouraged to attend clubs, disco’s, overnight stays etc. • Reasonable adjustments are made to activities to ensure participation of all pupils. • Speech and Language referrals and targets. • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support.

8. The physical environment (accessibility, safety and positive learning environment).

Whole school approaches The universal offer to all children and YP 	Additional, targeted support and provision 	Specialist, individualised support and provision 
<ul style="list-style-type: none"> • There is ramp access to the school. The school library is only accessible by stairs. • Furniture and resources are the appropriate size and height to allow all children to access them. • Portable devices such as ipads and laptops provide a range of recording methods. • There are clear expectations for behaviour. • Weekly assemblies and PSHE/Jigsaw sessions promote positive, safe behaviours. • The school's 'Diamond Rules' create a positive learning environment throughout the whole school. • Anti-bullying policy in place. • There is a Designated Safeguarding Lead (Mrs Nancarrow). • All areas of the school are safe and promote positive learning. 	<ul style="list-style-type: none"> • There are quiet spaces or focussed activities to support children during lunchtimes. • Fun fit develops all aspects of physical development as well as supporting mental wellbeing. • Sensory space for children who request/require this facility. 	<ul style="list-style-type: none"> • Provision of specialist equipment, e.g. writing slopes, sensory toys and room. • There is a disabled toilet with a hoist of needed. • If needed children have individual risk assessments. • ASD and Dyslexia champions to provide strategies and support. • Advice and support from outside agencies in developing targeted individual support. • There are named adults who are 'Team Teach' trained.

9. Transition from year to year and setting to setting

<p>Whole school approaches The universal offer to all children and YP</p> 	<p>Additional, targeted support and provision</p> 	<p>Specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • Extensive transition for new intake Reception children: <ul style="list-style-type: none"> -teachers and teaching assistants visit them in their pre-school setting. - 6 short plus 2 longer sessions allow them to visit their new class in the Summer term. -teachers and teaching assistants carry out home visits. -staggered start in September. • All children get to spend a session with their new teacher prior to the summer holidays. • Transition meetings are held between the staff to pass on information about each child. • Assessment and tracking information is passed between teachers. • Information evenings are held in September to meet new teachers and learn about the year ahead. • Strong links with the local secondary schools with open days, open evenings, meetings with the Head of Year etc carried out throughout Year 6. • Cluster sport events enable children to visit secondary settings. • Pupils new to the school are able to tour the school. • Children create a One Page Profile for their new teachers. • Teachers create a One Page Profile for their new children to have over the summer holiday. 	<ul style="list-style-type: none"> • Pre-school SENDCo and Mrs Nancarrow meet to transfer information. • Children who require additional transition are given more time to adjust ahead of moving class. • Miss Nile meets with the Secondary SENDCo's to transfer information. • Children with SEND are given the chance to spend an extra day(s) at their chosen secondary school. • Year 6 transition group runs for children who are more vulnerable during the transition, by the learning mentor and Year 6 TA. 	<ul style="list-style-type: none"> • Transition books for children to look at over the summer holidays. • Additional visits to the secondary setting, with a teaching assistant if necessary. • ASD and Dyslexia champions to provide strategies and support. • Advice sought from other agencies regarding the transition process. • Advice given to parents regarding secondary placements/choices.

10. The SEND qualifications of, and SEND training attended by, our staff

<p>To enable all children to have access to the curriculum, information and guidance, physical environment, school and wider community</p> 	<p>To enable targeted support and provision</p> 	<p>To enable specialist, individualised support and provision</p> 
<ul style="list-style-type: none"> • Mrs Nancarrow and Miss Carew have completed the National Award for Special Education Needs Co-ordinators, allowing them to support children, staff and parents. • Miss Nile is completing the National Award for Special Education Needs Co-ordinators. • SENCo Network and Cluster meetings attended by the Inclusion Lead each term. • Monthly training for Teaching Assistants by Inclusion Lead and Assistant Head. • Half termly training for LSA's by LSA Lead and Inclusion Lead. • Opportunities for curriculum leads to attend relevant conferences and courses and feedback to the rest of the staff. • Staff inset, weekly staff meetings. 	<ul style="list-style-type: none"> • Mrs Nancarrow and Miss Carew have completed the National Award for Special Education Needs Co-ordinators, allowing them to support children, staff and parents. • Miss Nile is completing the National Award for Special Education Needs Co-ordinators. • 'Draw and Talk' training received by the Learning Mentor. • Opportunities for staff to attend training specific to an area of identified need. • ASD and Dyslexia Champion has been attended by members of the SEN team. • Speech and Language specialist training has been received by the SAL HLTA. 	<ul style="list-style-type: none"> • Mrs Nancarrow and Miss Carew have completed the National Award for Special Education Needs Co-ordinators, allowing them to support children, staff and parents. • Miss Nile is completing the National Award for Special Education Needs Co-ordinators. • Opportunities for staff to attend training specific to an area of identified need.

11. Services and organisations that we work with:

Service/organisation	What they do in brief	Contact details
Autistic Spectrum Team	Provide support and strategies to pupils, staff and families for children with ASD.	Sarah Foden 01872 323052
CAMHS	The service helps children and young people deal with emotional, behavioural or mental health issues.	A referral can be done by the family, School or School Nurse. 01872 221400
CLEAR counselling service	CLEAR enables children and young people having experienced an abusive relationship(s) to flourish within a therapeutic setting.	A referral can be made by the school or Early Help Hub.
Dyslexia Support Service	Provide support and strategies to pupils, staff and families for children with Dyslexia.	Support can be obtained by the school
Early Help Hub	The Early Help Hub is the single point of contact for council and community health Early Help services for children in Cornwall. It provides information, advice and guidance, as well as access to Early Help services.	01872 322277 Monday to Thursday, 8.45am to 5.15pm and 8.45am to 4.45pm on Fridays
Early Support Team	Early Support is an approach that works to ensure that services for disabled children are better coordinated, with a key working practitioner who can offer a single point of contact, coordination and support where families need it.	Crin Whelan 01872 323329
Educational Psychology Service	The Educational Psychologist works closely with the Inclusion Lead covering a range of work such as observing children, supporting staff in school working with specific children and working closely with the Inclusion Lead on a range of matters. Children have to be referred to the Educational Psychologist and this would only be after a period of intervention has taken place in school and at home.	Referrals can only be made through school.
Family Support workers	Provide support to families with behaviour management, finances, housing, parenting programmes and signposting to	Support can be obtained by contacting the Early Help Hub.

	other agencies.	01872 322277
Hearing Support Service	Provide support and strategies to pupils, staff and families for children with hearing impairments.	Beverley Vann 01726 63803
Paediatrician	Assess the needs of children with SEND. Provide support and advice.	Dr Murty/Dr Lewis 01872 254516
Parenting Support	Provide free groups and training/workshops for parents/carers/families.	Lorna Searle 01726 824974
Penhaligon's Friends	Provide bereavement support for children, young people and their parents and carers.	01209 210624
School Nurse Team	Provide support to schools for children with specific health needs. Signpost to other agencies.	Marie Blackbeard
SEN Assessment and Provision Team	Carry out the process of Statutory Assessment and maintain Statements/EHCPs. Provide advice and guidance to ensure a child's needs are being met appropriately.	Key workers, Toby Wilson is allocated by Cornwall Council to Mount Charles. SENDCo's can make contact if required.
Social, Emotional and Mental Health Support	Carry out observations and assessments, such as the Boxall Profile, to provide additional strategies that school can implement to support children.	Kernow SEMH Support- Penny Hermes. Referrals can be made through the school.
Speech and Language Therapy Service	Provide support and strategies to pupils, staff and families for children with delay in learning to talk, speech sound production difficulties, learning difficulties, cleft palate, stammering, selective mutism, autism, hearing impairment and physical disabilities.	Referrals can be made through the school. Sarah Newing 01726 873033
Social Care	Work with families to ensure all children's needs are met.	MARU 0300 1234 101
Vision Support Service	Provide support and strategies to pupils, staff and families for children with visual impairments.	Theresa Maunder 01579 341335

More detailed information about each service, as well as additional services can be found on Cornwall's local offer which can be accessed online by searching:

"Care and Support in Cornwall Local Offer"

12. Pupil progress

We use a variety of strategies to assess and review pupil progress:

- In class, the staff make constant assessments and observations of understanding and this is used to inform the lesson as it progresses, or the lesson the following day.
- Work is marked daily to assess progress and inform planning.
- Children self-assess their work and feedback to the teacher using a Red, Yellow, Green coding system.
- Interventions and additional provision are mapped and reviewed as part of an ongoing process.
- Intervention tracking forms and One Page profiles are in place.
- Work is completed 'at a distance' to assess whether information and strategies have been retained.
- Spelling, Reading and Maths assessments completed on a regular basis.
- Foundation Baseline Assessment and Foundation Stage Profile Assessments.
- Year 1 Phonics Assessments
- End of KS1 and KS2 SATs are completed.
- PIRA and PUMA assessments termly
- IPP targets and EHCP targets are reviewed.
- Specific assessments for individual needs, e.g Dyslexia screening, RWI assessments.
- Pupil progress meetings with the Head, Assistant Heads, and Inclusion Lead.

13. How we know how good our SEN provision is

Through all of the above methods of assessment, learning walks, intervention monitoring and pupil conferencing.

14. If you wish to complain

At Mount Charles School we work hard to ensure whole school inclusion and support for children with Special Educational Needs. We hope to inspire and encourage them, however, if you are not satisfied with the provision in place for your child please contact the Inclusion Lead, Mrs Nancarrow, in the first instance, then the Headteacher and finally with the chair of governors.

Answers to Frequently asked Questions

1 How does your school know if children need extra help and what should I do if I think my child may have special educational needs?
Children are assessed at regular intervals during the school year – if a class teacher has concerns about the progress of a child (academically, emotionally or socially) then they will speak to the parents/carers and the Inclusion Lead and action will be decided from there. Parents/carers and the child will be involved in this process.

If you are concerned about your child's progress or any other difficulties, they may be experiencing please talk to their class teacher, the Inclusion Lead – Mrs Nancarrow or the Assistant SENDCo for Year 5 and 6 – Miss Nile.

2. Who is responsible for the progress and success of my child in school?

The class teacher is responsible for their progress in school, with support from the Inclusion Lead if necessary. Parents and carers also have their part to play by making sure they listen to their child read, get them to school every day on time and that they support their child with their targets at home.

3. How will the curriculum be matched to my child's needs?

The curriculum will be differentiated to meet the needs of all learners. This may be by children having different work to do, having a different expected outcome, extra resources or extra adult help in class. Teachers work hard to develop an exciting and innovative curriculum to allow learning opportunities that will engage and allow access for all children.

4. How will school staff support my child?

This will depend on the needs of your child. It may be though different work being planned for them, extra adult support in class, extra support out of class and setting up systems in class to allow children to work independently. In some instances, it may be that support is requested from an outside agency. You should receive an Individual Provision Plan from your child's class teacher outlining the support that your child is receiving if they are on the record of need.

5. How will I know how my child is doing and how will you help me to support my child's learning?

Targets for all SEN children are sent home three times a year, your child will receive a school report once a year and there are two parents' evenings and opportunities to meet the teachers during the year. Fortnightly School newsletters will inform you of events and Termly class newsletters on the website will tell you about the activities and curriculum that your child will be learning. If your child is on the Record of Need, you will be requested to meet with the teacher at least three times a year to ensure that they can discuss the provision and progress with you. You are also free to make an appointment to see your child's class teacher or the Inclusion Lead at any time. They will be able to discuss with you how your child is doing and how you can support them.

6. What support will there be for my child's overall wellbeing?

All staff in school are there to ensure that your child is safe and happy in school. We have a positive behaviour strategy with clear rewards and consequences, we use PSHE/R-time activities to reinforce this. There are two Trauma and Mental Health Informed Practitioners (TMHIS) in school, Mrs Nancarrow and Mrs Hann. All teachers are also trained in TMHIS strategies and Emotion Coaching to ensure that all children receive appropriate support on all levels.

For children who are experiencing emotional difficulties it may be that they can work with our learning mentors Mrs Hann or Mrs Mercer or access Draw and Talk with Mrs Kurth or Miss Andrew. The school nurse is also available to work with you and your child on emotional and health difficulties that your child may be experiencing. You can contact her yourself or speak to Mrs Nancarrow/Miss Nile about your concerns

and they can make a referral for you if necessary. The Early Help Hub is another useful port of call if you require support at home. See section 11 for contact details.

7. How do I know that my child is safe in school?

Your child's safety is our first priority. We have an anti-bullying policy in place and any incidents of bullying are dealt with seriously. We have a number of members of staff who are trained in first aid – please ensure that the office are made aware of any health needs that your child has. We have rigorous safeguarding procedures in place. There is also secure access to the school.

8. How is my child included in activities outside the classroom including school trips?

All children will be able to be included in school trips wherever possible.

We endeavour to ensure that all children are able to access any extra curricular activity by working closely with the child and parents to ensure all reasonable adjustments have been made to allow every child to safely and confidently access all activities. The exception to this would be if a child's behaviour is a risk to themselves or others, even after all reasonable adjustments have been made.

9. How accessible is the school environment?

Our school environment is made accessible wherever possible and work is constantly being undertaken to update and review the accessibility to all. Please see the accessibility plan for more information.

8. What specialist services and expertise are available at or accessed by your school?

We have a large team of experienced and dedicated teaching assistants who have experience of working with children with a wide range of needs such as autism, moderate and severe learning difficulties, sensory needs, speech and language and behavioural and emotional needs. If school staff think it is appropriate then advice from outside agencies can be sought. All class teachers have experience of teaching children with additional needs. The school also has an Area Resource Base (ARB) – this is for children with an Education, Health and Care plan for children with more complex needs. A place at the ARB has to be applied for through Cornwall Council.

9. How will school prepare and support my child through the transition from key stage to key stage and beyond?

See Section 9- Transition from Year to Year and setting to setting.

If your child has an Education, Health and Care plan then this will be discussed at their SEN review.

10. How are the school's resources allocated and matched to pupils' special educational needs?

The school has large resource base of equipment that can support children throughout the school, this is allocated based on each child's individual needs. In addition to physical resources, we have a large staff base whose knowledge and expertise are deployed to support specific children with their specific needs. Educational needs are mapped out and resourced accordingly.

11. How is the decision made about what type and how much support my child will receive?

Pupil progress meetings are held three times a year. The progress of all children are discussed in these meetings and if any additional support is needed then it will be discussed at these meetings. You will be kept informed of any additional support that your child receives. You will be kept up to date with your child's progress through twice yearly reports and parents' evenings.

12. Who can I contact for further information?

If you wish to receive a copy of the prospectus or take a tour of the school then, please, contact the School Secretary on 01726 73911. If you wish to find out more about SEN provision then you can arrange to meet with the school's Inclusion Lead/SENDCo's – Mrs Nancarrow or Miss Nile.

13. What should I do if I feel that the Local Offer is not being delivered or is not meeting your child's needs?

Please feel free to talk to Mrs Nancarrow or Mrs Bunting if you have any concerns.

14. How is your local offer reviewed?

The school offer will be reviewed at least once a year in consultation with staff.