



# Chyngton Primary School

## Inclusion Newsletter



Autumn 2019

### Welcome!

Welcome to the first edition of Chyngton's Inclusion Newsletter! The newsletter will be published three times a year and will aim to keep you up to date with everything going on in school, and other information that may be useful to you. We always welcome ideas and input from parents and carers, so do please get in touch if you feel you have something useful you may want to submit for the next time. For those of you who haven't yet met me, I am the Inclusion Leader and the school's designated SENCo which means it is my job to look out for children who have English as an additional language, children looked after by the Local Authority and children with Special Education Needs and Disability (SEND) to ensure that we are supporting their individual needs.

### Our Inclusion Team

At Chyngton, everyone is a part of our Inclusion Team because we firmly believe that everyone is a teacher of SEND. Everyone, from our wonderful office team, to our dedicated support staff, teachers and leadership team, is committed to ensuring all of our children are able to thrive, and will strive to work with you to support that. Your child's classroom staff will be the most familiar to you, but there are a few faces, which you might not see as often and so I will introduce them here!



Gemma Southerden  
Inclusion Manager  
Deputy Safeguarding Lead



Emma Scudder  
PA to Senior Leadership Team



Monica Lloyd  
Pupil Welfare & Parent Liaison  
Officer



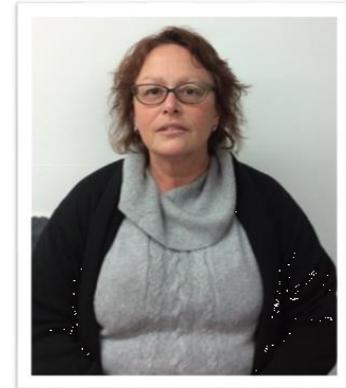
Yvette Beaumont  
Pupil Welfare & Parent Liaison  
Assistant



Amy Clarke  
Deputy Headteacher  
Deputy Safeguarding Lead



Sharon Richenberg  
Vice Chair of Governors  
Co-opted Governor



Mary Measor  
Pupil Welfare & Parent Liaison  
Assistant

We also are building a small team of Inclusion Ambassadors – a group of children who will be supporting the development of inclusion in the school to make Chyngton the best it can be! I look forward to introducing you to them in the main school newsletter soon.

### **Communication**

If you have any concerns at any point, your first point of contact will often be your child’s class teacher, who will do their best to resolve any issues. However, you are also encouraged to contact myself or one of our Child Welfare and Parent Support team at any point by phone or email, or arrange a meeting. We always try to get back to you as soon as possible. I only work Monday, Tuesday and Wednesday each week, and so on these days it would be best to contact Mrs Lloyd if you need an urgent response, or Mrs Scudder who will be able to pass a message on to me when I am next in. We are always happy to hear from you and no concern is too small or insignificant! Equally, it is always great to hear about achievements and celebrations!

### **Parent Forum**

We are always striving to involve parents and build excellent relationships, and last month we held our first parent forum. It was really well attended and we had some really interesting discussions (as well as tea and cake!). We are aiming for the group to be an informal meeting that happens 6 times per year (once each term) where parents can come to discuss issues that matter to them, and to be able to celebrate things that are going well, and highlight areas which could be further developed. Primarily, we would like you to feel supported by this group, and that you have another channel of communication with the school.

We discussed some areas of focus for the meetings, which you can see, have been planned in below, but as there will always be time to discuss things that seem relevant to you, or to plan it in to a future meeting.

Our SEN Governor, Sharon Richenberg will be attending some of the meetings too.

You do not need to sign up to these meetings, or attend every time, but you are always welcome and we are looking forward to seeing as many of you as possible!!

Date and Time	Focus
9 <sup>th</sup> December – 2pm Blue Hall	Sensory strategies in school and at home Useful books and resources
5 <sup>th</sup> February – 9.15am Blue Hall	Dealing with Anxiety/Zones of Regulation Making the most of the SEND review meetings
25 <sup>th</sup> March – 2pm Blue Hall	Pathways to diagnosis and understanding needs.
12 <sup>th</sup> May – 9.15am Blue Hall	TBC
13 <sup>th</sup> July – 2pm Blue Hall	Supporting children with transition and during the summer holidays

## **What to expect if your child has a Special Education Need or Disability (SEND) at Chyngton**

### ***Meetings and Plans***

It is really important to us to ensure that we work in partnership with parents and carers of children with SEND, and also that we listen to the children.

All parents/carers can expect to meet with your child’s teacher at least three times each year to review the plan for provision and plan next steps. Sometimes these meetings may take place at parent consultation evenings. If this is the

case, you will be offered a longer slot. Other meetings may take place at times during or after the school day as necessary. You will receive information about this each term.

We are also trying to ensure that children are able to participate in their SEND review meetings and will be working with our Inclusion Ambassadors to find a way that is most beneficial and supportive. This can be achieved in a variety of ways and how involved your child is can be discussed prior to any meetings!

Each child will have a pupil passport and plan.

The Pupil Passport highlights the information that is important for a teacher or adult working with your child to know. It will often carry information about what adjustments need to be in place at school to meet your child's needs.

Your child's plan will highlight the outcomes we are working towards and the provision that will support them to achieve these outcomes. We often call this an Additional Needs, or 'Assess, Plan, Do, Review' plan (which is the approach recommended by the SEND Code of Practice).

Some children may also have a **full** Additional Needs Plan, or an Education, Health and Care Plan. One of the review meetings each year will need to focus on reviewing and updating these plans.

For more information, please see our SEN Information Report on our website.

***The next newsletter will be published in March. If you have anything you would like to be added to the newsletter; any information you have found useful, any celebrations or achievements etc, please email [gemmas@chyngton-primary.e-sussex.sch.uk](mailto:gemmas@chyngton-primary.e-sussex.sch.uk) or [emmas@chyngton-primary.e-sussex.sch.uk](mailto:emmas@chyngton-primary.e-sussex.sch.uk)***