

POLICY FOR SPECIAL EDUCATIONAL NEEDS & DISABILITY (SEND)



This policy is based on the revised Code of Practice (2014)

Definition of Special Educational Needs and Disability (SEND):

For the purposes of this policy we have used the term Special Educational Needs as defined by the DfE 2014 Code of Practice: 0-25 implemented in September 2014.

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.

For children aged two or more, special educational provision is educational or training provision that is additional to or different from that made generally for other children or young people of the same age by mainstream schools, maintained nursery schools or by relevant early years providers.

A child under compulsory school age has special educational needs if he or she is likely to fall within the definition in the above paragraph when they reach compulsory school age or would do so if special educational provision was not made for them (Section 20 Children and Families Act 2014).

Disabled children and young people

Many children and young people who have SEND may have a disability under the Equality Act 2010 – that is ‘...a physical or mental impairment which has a long-term and substantial adverse effect on their ability to carry out normal day-to-day activities’. This definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy, and cancer. Children and young people with such conditions do not necessarily have SEND, but there is a significant overlap between disabled children and young people and those with SEND. Where a disabled child or young person requires special educational provision they will also be covered by the SEND definition.

Rationale

Ouston Primary School is an inclusive school, catering for a range of Special Educational Needs and/or disabilities.

Our school welcomes all children and values them as individuals, treating them equally and with respect, regardless of ethnicity, religion, background (including looked after children, LAC). We believe that all children have the right to have their own particular needs recognised and addressed in order to achieve success. We believe that all

teachers are teachers of children with special educational needs and it is therefore a whole school responsibility to ensure that these children's needs are addressed. Through staff working together as a team, and in partnership with pupils and their parents and carers, we strive to ensure that the following aims are met:

Aims

- To follow the guidelines set out in the SEND Code of Practice, Sept 2014
- To ensure that all pupils have equal access to a broad, balanced curriculum, which is differentiated to meet individual needs and abilities.
- To identify children with SEND as early as possible and plan a programme of support and intervention to address their needs.
- To regularly monitor the progress of children with SEND through Support Plans, review meetings, lesson observations and data analysis.
- To provide good quality and regular training for staff in relevant areas of SEND.
- To evaluate the impact of staff training and provision/intervention programmes
- To give regular feedback to children and their parents/carers and involve them in the SEND process
- To ensure that all staff working with SEND children are clear about their role.
- To ensure that the SEND budget is used appropriately to fund high quality resources for children with SEND.
- To work effectively with a range of other agencies and organisations.
- To make good links with other mainstream and special needs primary schools and local comprehensive schools.

Roles and Responsibilities

Provision for pupils with special educational needs is a matter for the school as a whole.

~ Governing Body

The governing body, through the SEND governor, should carry out the following:

- Agree the school's policy and approach to children with Special Educational Needs, along with the Head and SENCO,
- Ensure that the necessary provision is in place for children with SEND
- Ensure that the school is managed in such a way that high standards for all its children, including those with SEND can be promoted
- As part of the appraisal framework for the school, when setting targets for the Headteacher, make sure that objectives include children with SEND
- Ensure that the school has a 'responsible person' (SENCO) to see that children with SEND receive their full entitlement and that all staff are aware of these needs.
- During the process of school self-review, ensure that systems are in place to keep the governing body informed about the impact of the policy for SEND in the school, the use of delegated funding and the quality of provision.

~ The Headteacher

The Headteacher has responsibility for the day-to-day management of all aspects of the school's work, including provision for pupils with SEND. The Headteacher ensures that a staff member is appointed as SEND co-ordinator (SENCO) and has the necessary time and resources to carry out the role efficiently and effectively. The Headteacher keeps the governing body fully informed and works closely with the SENCO. The Headteacher

seeks out and shares best practice with the Local Authority (LA), other schools and through the MAT.

~ The School Teaching Staff

All teachers are teachers of children with SEND and differentiate the curriculum accordingly to meet all needs. Teaching staff involve Teaching Assistants/HLTAs in planning the curriculum and meet regularly to discuss the progress of children with SEND in their class. All staff are involved in the creation, monitoring and review of Support Plans. They are regularly trained, and made aware of, the procedures for identifying, assessing and making provision for pupils with SEND.

~ The Special Educational Needs Co-ordinator (SENCO)

The role of the SENCO includes:

- Coordinating provision for pupils with special educational needs and/or disabilities
- Liaising with, and advising, teachers and teaching assistants/HLTAs.
- Managing and mentoring teaching assistants/HLTAs
- Updating and overseeing the records of all pupils with SEND
- Liaising with parents/carers of pupils with SEND
- Liaising with feeder schools, the secondary school and special needs schools, educational psychologists, and other support agencies, medical and social services and voluntary organisations.
- Meeting regularly with SENCOs in other schools, which enables them to keep up to date with current initiatives locally and nationally and to seek out and share best practice.
- Monitoring planning and provision for children with SEND within classrooms.
- Ensuring there is consistent approach to promote our ethos of inclusion and that pupils with SEND are well-cared for and supported.
- Monitoring achievement and progress of children with SEND to ensure good progress is being made at their appropriate level, including comparing rates of progress for children with and without SEND.
- Gathering pupil and parent/carer voice to ensure our inclusion procedures promote working together and are effective.

~ Teaching Assistants/HLTAs

Teaching Assistants/HLTAs are responsible for planning with class teachers to ensure effective provision. They work with pupils towards achieving targets identified on their Support Plans either in the classroom, withdrawn groups or as part of our lunchtime intervention programme. They are involved in record keeping and the monitoring and review of Support Plans.

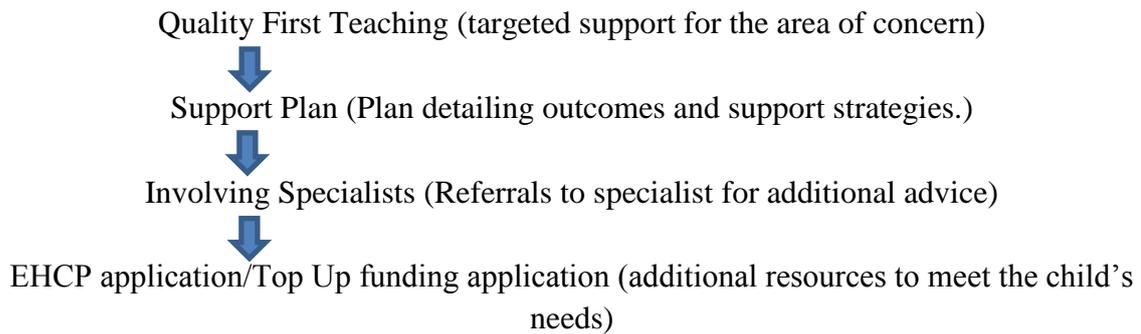
Identification and early provision

At Ouston Primary School, we recognise the importance of early identification and have procedures to ensure children with possible SEND are identified early, including:-

- Class teacher assessments of progress for all pupils to identify pupils making less than expected progress given their age and individual circumstances. This includes progress significantly slower than that of their peers starting from the same baseline; failing to match or better the child's previous rate of progress; failing to close, or actually widening, the attainment gap between the child and their peers.

- Professional dialogue to discuss any concerns about a child at any point through the school year, SENCO observation and early support measures.

Providing support for children with SEND (or possible) follows a graduated approach.



Please note – pupils given Quality First Teaching documents and intervention are not registered as SEND. QFT is a step of intervention in response to possible struggling or underachieving.

Both pupils and parents are involved at each step of the graduated approach by attending meetings and discussing strengths and areas for development. Strategies are shared at meetings to aid parents with supporting their child at home.

All teachers and support staff who work with the pupil are aware of the details of the Support Plan. Class teachers are responsible for setting SMART targets (Specific, Measureable, Attainable, Realistic, Timed) and the planning, and assessing of the impact of, support and interventions. The effectiveness of the support and interventions, and their impact on the pupil's progress, are reviewed in line with the agreed date on the Support Plan. We review Support Plans three times a year, around the time of termly Parents' Evenings. This process is in line with the assess, plan, do, review approach to SEND.

There are a range of intervention programmes and provision that may be put into place for a child with special educational needs at our school. These include:

- A fully differentiated or modified curriculum
- Special equipment and resources
- Speech, Language and Communication sessions
- Literacy programmes including Lexia and Catch up Literacy
- Numeracy Programmes including Every Child Counts
- Social skills sessions/Circle Time e.g Getting Along, Relax Kids
- Mentoring/Counselling
- Sessions with our Parent Support Worker (PSA)
- Anger Management
- Work with other agencies such as Behaviour Support and Speech Therapy

Involving specialists

Where a pupil continues to make less than expected progress, despite evidence-based support and interventions that are matched to the pupil's area of need, the school will involve specialists, including those secured by the school itself or from outside

agencies. The pupil's parents will always be involved in any decision to involve specialists.

Such specialist services include, but are not limited to:

- Therapists (including speech and language therapists, occupational therapists and physiotherapists)
- Specialist teachers or support services (Learning support; Social, Emotional and Behaviour workers; hearing and vision impairment, including multi-sensory impairment, and for those with a physical disability.
- Educational psychologists
- Child and Adolescent Mental Health Services (CAMHS)

Requesting an Education, Health and Care needs assessment

Where, despite the school having taken relevant and purposeful action to identify, assess and meet the SEND of a pupil, it may be necessary to consider requesting an Education, Health and Care needs assessment. To inform its decision the local authority will expect to see evidence of the action taken by the school as part of SEND support.

The purpose of an EHC plan is to make special educational provision to meet the special educational needs of the child or young person, to secure the best possible outcomes for them across education, health and social care and, as they get older, prepare them for adulthood. To achieve this, local authorities use the information from the assessment to:

- establish and record the views, interests and aspirations of the parents and child.
- provide a full description of the child or young person's special educational needs and any health and social care needs
- establish outcomes across education, health and social care based on the child or young person's needs and aspirations
- specify the provision required and how education, health and care services will work together to meet the child or young person's needs and support the achievement of the agreed outcomes

The local authority must conduct an assessment of education, health and care needs when it considers that it may be necessary for special educational provision to be made for the child or young person in accordance with an EHC plan.

SEND Register

Records are kept on all children with SEND, detailing steps taken to support them.

Record files are kept by the SENCO.

Additionally, as part of the schools census, numbers of our pupils with SEND including primary need is shared with the LA. No names are shared in this process.

Involving parents and pupils in planning and reviewing progress

We aim to reassure parents/carers and clarify issues/information for them throughout the SEND process. We recognise that parents/carers hold key information and have knowledge to contribute to the shared view of their child's needs and how to support them. All parents/carers are treated as partners, and supported to play an active and valued role in their pupil's education.

We talk to parents regularly to set clear outcomes and review progress towards them, discuss the activities and support that will help achieve them, and identify the responsibilities of the parent, the pupil and the school. This will usually be the class teacher, supported by the SENCO. It provides an opportunity for the parent to share their concerns and, together with the teacher, agree their aspirations for the pupil. A record of the outcomes, action and support agreed through the discussion is kept and shared with school staff as appropriate. This record is available for parents on request.

Health Care Plans

Children with physical or medical needs have an individual Health Care Plan. This is created by the SENCO in partnership with a range of other agencies and parents/carers. These are reviewed annually.

Annual Reviews

It is a statutory requirement for children with an EHCP to have an Annual Review. Parents/carers and other agencies, where appropriate, are invited to these. SEND Support Plans are reviewed termly as part of the Parent/Teacher evenings in the Autumn and Spring Terms. During these reviews, feedback is given about a child's progress and new targets are agreed where necessary. Meetings are arranged for Summer Term reviews.

Staff Training

The school makes an annual audit of training needs for all staff taking into account school priorities as well as personal and professional development. The school is allocated funding from the Standards Fund each year which it may use to meet identified needs. Particular support will be given to Newly Qualified Teachers and other new members of staff.

Links with other mainstream schools and Special Needs Schools

Strong links with our feeder nursery schools and local comprehensive schools allow us to share information effectively and create smoother transition for children with SEND and their parents/carers.

The SENCO attends Community of Learning (COL) meetings with other SENCOs and SEND staff in order to share expertise, keep up to date with new and current issues and plan strategically.

Links with other agencies and services

We have good links with a range of external agencies and services, providing a wealth of expertise for our children with SEND. These include:

- Speech and Language Therapy
- Educational Psychology
- Occupational Therapy
- Behaviour Support Team
- Specialist teachers
- Health, including School Nurse
- Parent Partnership
- Durham SENDIASS

Policy Evaluation

The implementation of this policy will be monitored by the head teacher and SENCO. It will be reviewed regularly.

Date of Implementation: Sept 2018 Reviewed Nov 2019 Next review Due Nov 2020