



SEND POLICY

Special Educational Needs and Disability

*H*eat of the Community

*A*ccepting everyone

*L*ove of God and neighbour

*E*xcellence for all

Signed: Mrs E Fenton

Date: September 2022

Signed: Mrs Y Buckley

Date: September 2022

Hale CEVC Primary School SEND Policy

Hale CE (VC) Primary School
Special Educational Needs and Disability (SEND) Policy
2021 / 22

Introduction

Hale C.E Primary school is an inclusive school. We take safeguarding very seriously and all of our policies are developed with a high priority on children's safety. All of our policies are interlinked and should be read and informed by all other policies. In particular the SEND policy is linked to behaviour, anti bullying, medical and curriculum policies.

This SEND policy is written to comply with the 2014 Children and Families Act and its SEN Code of Practice together with the Equality Act 2010.

Hale SEN Information Report (SIR) can be found on the school website: hale.halton.sch.uk

SEND at Hale C.E. School

At Hale C.E. School there is a named SENCo (Mrs Yvonne Buckley) and a named Governor responsible for SEND (Mr Mike Fry). They ensure that the Hale C.E. Special Educational Needs and Disability policy works within the guidelines and inclusion policies of the Code of Practice (2014).

Here it is the belief that all children have an equal right to a full and rounded education which enables them to achieve their full potential. We use our best endeavours to secure special educational provision for pupils for whom this is required, that is 'additional to and different from', that provided within the differentiated curriculum to better respond to the four areas of need identified in the new Code of Practice (2014).

- **Communication and interaction**
- **Cognition and learning**
- **Social, mental and emotional health**
- **Sensory and physical.**

Behaviour is no longer included as a SEND and has now been replaced by social, mental and emotional health. We have children in all of these categories of SEND.

What are special educational needs?

A child or young person has a special educational need if he or she has a learning difficulty or disability which calls for special educational provision to be made for him or her. A learning difficulty or disability is a significantly greater difficulty in learning than the majority of others at the same age. Special educational provision means educational or training provision that is additional to, or different from, that made generally for others of the same age in a mainstream setting in England. Health care provision or social care provision which educates or trains a child or young person is to be treated as special educational needs provision. **Code of Practice 2014.**

We recognise that some children may feel disadvantaged working alongside high achieving children. They may be offered additional support, through small group intervention or 1:1 activities, in order to boost their skills level and confidence. These children may not be SEND.

Hale C.E School recognises that the needs of high achieving children should also be catered for and recognised as a 'special educational need'.

The SEND policy details how at Hale C.E. Primary School, we do our best to ensure that the necessary provision is made for any pupil who has special educational needs and that those needs are known to all who are likely to work with them. We will ensure that teachers are able to identify and provide for those pupils with special educational needs, allowing them to join all school activities.

Inquiries about an individual child's progress should be addressed at first to the class teacher since he or she is the person who knows the child best. Other enquiries can be addressed to Mrs E Fenton (Headteacher) or Mrs Y. Buckley (SENDCo).

Headlines from the 2014 Code of Practice

- Statements will no longer be offered from the education authority. Statements have been replaced by Education and Health Care plans (EHC plans) which can be used to support a child from birth to 25 years.
- School Action and School Action Plus have been replaced by one school based category of need known as '**Special Educational Needs Support**' (**SENS**). All children are closely monitored, and their progress tracked each term. Those at SENS are additionally tracked by the Headteacher and SENDCo.
- We are working more closely with parents and children to ensure that we take into account the child's own views and aspirations and the parents' experience of and hopes for their child.
- All children benefit from 'Quality First Teaching': this means that teachers are expected to assess, plan, and teach all children at the level which allows them to make progress with their learning. In addition, we implement some focused interventions to target particular skills.
- We have high expectations of all of our children. Children identified as having a SEND make progress which compares well with the progress made by other children in school.

Our Objectives

- To identify at the earliest possible opportunity, barriers to learning and participation for pupils with SEND.
- To ensure that every child experiences success in their learning and achieves to the highest possible standard.
- To enable all pupils to participate in lessons fully and effectively.
- To value and encourage the contribution of all children to the life of the school.
- To work in partnership with parents.

- To work with the Governing Body to enable them to fulfil their statutory monitoring role with regard to the Policy Statement for SEND.
- To work closely with external support agencies, where appropriate, to support the need of individual pupils.
- To ensure that all staff have access to training and advice to support quality teaching and learning for all pupils.

In 2022-2023 there are 35 of our children on the SEND register. We receive SEND top up funding (previously enhanced provision) for five children. All teachers are aware that they may have and can expect to have children with SEND in their classes.

Types of SEND which we currently have in school during 2022-2023, include those with a diagnosis as well as those with learning profiles consistent with the diagnosis:

- **Communication and interaction.**
Aspergers, Autism
- **Cognition and learning**
Moderate learning difficulties including global delay
- **Social, emotional and mental health**
ADHD and emotional difficulties
- **Physical and sensory**
Visual impairments
- **Medical needs**
Allergies, epilepsy, coeliac, asthma and chromosome alterations

Identifying Children at SENDS (SEND Support)

Children with SEND are identified by one of three assessment routes all of which are part of the overall approach to monitoring progress of all pupils:

- The progress of every child is monitored regularly using our INSIGHT assessment tool and at termly pupil progress meetings. Where children are identified as not making progress or have been identified as struggling in some area of their education, in spite of Quality First Teaching, they are discussed with the Head and SENDCo and a plan of action is agreed.
- Class teachers are continually aware of children's learning. If they observe that a child, as recommended by the 2014 Code of Practice, is making less than expected progress, given their age and individual circumstances, they will seek to identify a cause. This can be characterised by progress which:
 - Is significantly slower than that of their peers starting from the same baseline.
 - Fails to match or better the child's previous rate of progress.
 - Fails to close the gap between the child and their peers.

Parents sometimes ask us to look more closely at their child's learning. We take all parental requests seriously and investigate them all. Frequently, a concern can be addressed by Quality First Teaching, some catch up or booster interventions and parental support, thus following the graduated approach pathway but, in some circumstances, the child is placed on

our SEND register. When this happens the class teacher completes a 'cause for concern' form, which is further discussed with the SENDCO and parents and investigations into further support begins. Information with support strategies and the pathway to be taken is then shared with parents so they are fully involved in their child's learning.

The child's class teacher and SENDCO will decide on the action needed to help the child to progress in the light of the earlier assessments. This may include:

- Different learning materials or specialist equipment.
- Some group or individual support, which may involve small teams of children being included in additional groups to work with the teacher or trained TA.
- Extra adult time to devise/administer the nature of the planned intervention and also to monitor its effectiveness.
- Staff development and training is continually updated, in partnership with the local authority SEND team, to introduce more effective strategies.

After discussions with the SENDCO the class teacher will then be responsible for supporting the child on a daily basis. Parents will continue to be consulted and kept informed.

Although the school can identify special educational needs and make provision to meet those needs, we do not offer a diagnoses. Parents are advised to agree to a referral to an outside agency with the support from the SENDCO or to contact their GP.

Parent Partnerships

We aim to have good and informative relationships with all of our parents. All parents of children with a SEN will be treated as partners and given support to play an active and valued role in their child's education.

If a child is experiencing difficulties, parents will be informed either at parental consultations (autumn and spring) or during informal meetings to discuss a child's progress. It shouldn't come as a surprise to a parent to learn that their child is being identified as having a SEND or is struggling in a particular area.

Once a child has been identified as having a SEND, the class teacher and or SENDCO will invite the parents to a meeting to:

- Formally discuss that their child can be placed on the SEND register.
- Discuss any assessments that may have been completed and their outcome.
- Agree a plan and provision for the next term in a Personal Support Plan (PSP). This may include a plan to refer to outside agencies for further assessments and support.

This is part of the graduated approach cycle of Assess, Plan, Do, Review required by the Code of Practice (2014).

Depending on their age, and their interest, the child may be invited to attend all or part of the SEND support meetings.

Records are kept of these meetings and copies are available to parents.

Thereafter, parents and children are invited to a meeting at least each term to review progress made, set targets and agree provision for the next term. There may well be more regular meetings for certain families. Termly mid-point reports are produced for every pupil that coincide with our more formal assessments and in the summer, there is a full report of the child's progress written and shared which parents are invited to discuss with staff.

Paperwork for children at SENDS (SEND Support)

Once a child has been identified as needing SEND support the following paperwork is completed:

- A SEND file is set up for the pupil which is locked away securely. This file contains meeting and action records, reports, letters and resources from outside agencies, PSP and copies of the pathway followed to support them.
- Termly, at a progress meeting or parental consultation, a Personal Support Plan may be reviewed and new targets set, (at least 3 times a year but can be more frequent as needed to measure small steps of progress).
- Paper tracking records may be kept by the class teacher and or TA commenting on progress made towards targets in addition to the INSIGHT progress records. These take the form of an Intervention Analysis Tracker which is reviewed each 6 weeks.
- The SENDCO makes half-termly record reviews of every pupil on the register to ensure action is being taken and referrals are monitored, This is shared and discussed with the headteacher.

Moving to an EHCP (Education, Health and Care Plan)

If children fail to make progress, in spite of high quality, targeted support at SENDS, we may apply for the child to be assessed for an EHC Plan. Generally, we apply for an EHC Plan if:

- The child requires additional specialist support, often 1:1, that is above and beyond what can usually be provided for them by the school.
- The child has a disability or identified need which is lifelong and which means that they will always need support to learn effectively.
- The child's achievements are so far below their peers that we think it likely that the child may at some point benefit from special school provision.

Children, who we think will manage in mainstream schools, albeit with support, are less often assessed for EHC Plans. Having a diagnosis (e.g. of ASD, Aspergers, ADHD or dyslexia) does not mean that a child needs an EHC Plan.

If the application for an EHC Plan and the assessment deems a plan is needed, a member of the Local Authority will call a meeting for the parents, the child, and the school, together with any health or social care professionals who are involved with the family. The meeting will record the child's strengths, their dreams and aspirations as well as the barriers they

face. Following the meeting the LA will produce the EHC Plan which will record the decisions made at the meeting.

Working with Outside Agencies

These services may become involved if a child continues to make little or no progress despite considerable input and adaptations. They will use the child's records in order to establish which strategies have already been employed and which targets have previously been set.

The external agency may act in an advisory capacity, or provide additional specialist assessments or be involved in teaching the child directly. The child's individual targets will be set out, as will strategies to be implemented, these will be recorded in the child's Personal Support Plan.

Outside agencies may become involved if the child:

- Continues to make little or no progress in specific areas over a long time.
- Continues working at National Curriculum Levels substantially below that expected of a child at a similar age.
- Continues to have difficulty in developing literacy and mathematical skills.
- Has emotional or behavioural difficulties regularly that substantially interfere with the child's own learning or that of the class group.
- Has sensory or physical needs and requires additional specialist equipment or regular advice or visits by a specialist service.
- Has ongoing communication or interaction difficulties that impede the development of social relationships and cause substantial barriers to learning.
- Despite having received intervention, the child continues to fall behind the level of his or her peers.

Teaching and Learning

We believe that all children learn best with the rest of their class. Our aim is for all children to be working independently, in class, at the cusp of their potential. Children with SEND are should be taught by their teacher, with some TA support, as should each class member. Teachers aim to spend time each day working with all children including those with SEND, individually or as part of a group.

When allocating additional TA support to children the focus is on outcomes, not hours; we aim to put in sufficient support to enable the child to reach their challenging targets, but without developing a learned dependence on an adult.

The school has a range of interventions available which are detailed on the intervention provision map written by the class teacher outlining the support intended for each SEND child in their class each half term. When considering an intervention, we look first at the child's profile of learning in order that we can select the intervention which is best matched for the child. These interventions should be targeted and SMART and ideally short lived.

Targets for children at SENDS are deliberately challenging in the attempt to close the attainment gap between the children and their peers. Interventions are often crucial in closing these gaps, so are monitored closely by both the class teacher and the SENDCo.

- Interventions are planned in half termly blocks.
- At the end of each half term the child's progress towards their targets are assessed.
- A decision is then made as to whether to continue the intervention or to swap to a new intervention, or to allow a period of consolidation in class.

The SENDCo monitors interventions and discusses their planning and impact with staff.

Adaptations to the curriculum teaching and learning environment

At Hale C.E(VC) Primary School we are disability friendly. The school is one level, the entrance door is wide and we have an easy access toilet. We generally find that no additional adaptations to the building are necessary for children with physical disabilities.

Other adaptations to the physical environment have been made, as appropriate, to accommodate children with any other disabilities including sensory. (Visual Impairment highlighted desks, corners and doorways and necessary features added to school toilets) Further adaptations will be made as needs arise.

We aim for all of our classrooms to be inclusion friendly. We aim to teach in a way that will support children with tendencies towards dyslexia, ASD, ADHD etc. This is good practice to support all children but is vital to those who particularly need it. All of our children access the full National Curriculum, and we recognise achievements and expertise in all curricular areas. As part of normal class differentiation, curriculum content and ideas can be altered and made more accessible by using visual, tactile, sensory, ICT and concrete resources.

Access to extra-curricular activities

All of our pupils have equal access to before school, lunchtime and after school activities which develop engagement with the wider curriculum. Class trips are part of our curriculum and we aim for all children to benefit from them. No child is excluded from a trip because of SEND or medical need.

Staff Expertise

All of our teachers and teaching assistants are trained to work with children with SEND. Some are very experienced and others less so, but all have access to advice, information, resources and training to enable them to teach all children effectively. All teachers and TA's work with children with SEND. Staff training is ongoing as we access the local authority SEND training calendar and in house training.

If we identify information we can't access without the aid of additional or more specialist help, the school is able to access additional expertise from the local authority. This includes access to Educational Psychologists, Speech and Language Therapists and Advisory Teachers.

Children with social, emotional and mental health needs

Behaviour is not classified as an SEND. If a child shows consistent unwanted behaviours, the class teacher will assess the child's needs, taking into account family circumstances and the child's known history of experiences (e.g. bereavement, parental separation) we may seek advice from outside agencies and a TAF may be completed with the family to support the child through the process.

If parents and school are concerned that the child may have a mental health needs, we encourage parents to support a referral to CAMHS/Seedlings and to visit their GP.

If the child is felt to have long-term social, emotional and mental health needs, the school may offer regular social skills development based interventions. These are generally delivered by trained TAs who develop good, trusting relationships with the children.

All children's behaviour is responded to consistently in line with our behaviour policy, although reasonable adjustments are made to accommodate individual needs.

The school has a zero-tolerance approach to bullying, especially towards children with SEND. We will actively investigate all allegations.

Transition Arrangements

Transition into and within school

We understand how difficult it is for children and parents as they move into a new class or new school and we will do all that we can, according to the individual needs of the child to make transitions between classes as smooth as possible. They may include-

- Additional meetings for the parent and the new teacher
- Additional visits to the new classroom environment, to identify where the toilets are, where the pegs are etc.
- Opportunities to take photographs of key people and places to make a social story for the child
- Additional opportunities for the child to spend time with their new teacher

Transition to secondary school

Transition reviews for pupils in Year 6, where possible are held during the summer term of Year 5 or in the autumn term of Year 6. The secondary school SENDCo is invited to the annual reviews and any other review meetings. Additional supportive transition arrangements may be made for those pupils moving from Year 6 to Year 7 where necessary in order for all parties to feel comfortable with this next step.

Governors

It is the statutory duty of the governors to ensure that the school follows its responsibilities to meet the needs of children with SEND following the requirements of

the Code of Practice 2014. The Governor with particular responsibility for SEND is Mike Fry. He meets twice annually with the Headteacher and SENDCo to discuss actions taken by the school.

Data Protection / Confidentiality

All information held about pupils in documents at our school is data protected is held on the school's password protected intranet. Paper copies of documents relating to certain pupils are locked away daily and surplus paperwork is shredded. Meetings are held in a confidential location for the security of this information and the peace of mind of parents / carers.

Complaints

The school works, wherever possible, in partnership with parents to ensure a collaborative approach to meeting pupils' needs. The first port of call for a parent with a complaint would be the SENDCo and the Headteacher and then the school governors if needed.

The school can be contacted:

Mrs E Fenton - headteacher

Mrs Y Buckley - SENDCO

Mr M Fry - SEND Governor

Hale CEVC Primary School

Hesketh Road

Hale

Liverpool

L24 4AN

0151 425 3023

head.hale@halton.gov.uk

Additional contact information is available on the school's website.

Any matters arising would be dealt with sensitively and under agreement from all parties.

Halton's Local Offer

The purpose of the local offer is to enable parents and young people to see more clearly what services are available in their area and how to access them. It includes provision from birth to 25, across education, health and social care. Halton's Local Offer is available from the website-

<http://localoffer.haltonchildrenstrust.co.uk/>

Equal Opportunities

The school is committed to providing equal opportunities for all, regardless of race, faith, gender or capability in all aspects of school life. We promote self and mutual respect along with a caring and non judgemental attitude throughout the school.

Review Framework

The policy will be reviewed annually (or sooner in the event of revised legislation or guidance).

The school follows the admissions policy for Halton Borough Council's maintained and voluntarily controlled schools.

Reviewed: September 2022.