

# **Westleigh Saint Paul's Church of England Primary School**

## **SEND School Information Report 2019**

### **1. How does the school know if children need extra help?**

- Dialogue with family or previous school/nursery setting
- Dialogue with teaching and support staff.
- Assessment/tracking
- Liaison with professionals
- Observations/monitoring process/progress meetings
- Observations of behaviour in class and around school.
- Close links with health and social care.
- Concern forms
- Liaison with Pastoral Manager (CPOMS)
- Early Help

### **2. What should I do if I think my child may have special educational needs?**

- Speak to class teacher/SENDCO (Special Educational Needs Co-ordinator)
- At the New Intake meeting ( for Reception) the SENDCO always introduces herself and makes herself available for parents with concerns.
- We have a staged process from monitoring a child with possible SEND in-house, to consulting with other professionals, supporting pupils with extra school funding, to applying for local authority funding to increase support for the child.
- A SEND child may need an assessment and therefore we would need your permission.
- School collects evidence over time for a SEND pupil.
- It is important that we work together with home and agencies (if outside assistance is needed).

### **3. How will school staff support my child?**

- **Child will be given an Individual Education Plan (IEP) or an Individual Behaviour Plan (IBP)**
- **Targets will be chosen depending upon child's need/area for development**
- **Interventions and support will be given either one to one or in a group, this could be in the classroom situation or withdrawal to a quiet place depending on need or delivery of support. We have trained SEND staff who specifically with SEND children from all classes.**
- **IEP's are sent home at the start of a new term/end of term with review comments and parents can discuss with class teacher/ SENDCO**
- **A provision map is produced termly to monitor the support for all SEND children.**
- **There is a SENDCO Governor who liaises with the school SENDCO regularly and attends governor SEND training.**
- **Staff access training to support the children.**

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

- Quality first teaching through good differentiation of the curriculum.
- Differentiation may be according to task/input/outcome/additional adults to support the child.
- Specific programmes and unique targets for the child.
- All staff are made aware of children with specific needs for example, speech and language difficulties/hearing or visual condition.
- When required additional resources or equipment are purchased to support the child.

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

- IEP sent home before and after the interventions (termly).
- Assessments/tracking of levels, reading ages & comprehension ages.
- Annual report/PPA sheets termly
- Through both formal and informal meetings– parents evening twice per year.
- Open to giving advice and resources.
- Meetings with other professionals.
- We discuss on a weekly basis with the child (with SEND) how they feel they are doing with their targets.
- Staff delivering support continually give feedback throughout the session.
- Some interventions are able to send activities home.

**6. What support will there be for my child's overall well being?**

- A full time Learning Mentor
- School Nurse
- School Counsellor
- All staff "Team Teach" trained (Positive handling)
- Care Plans if needed (Medical)
- Attendance is monitored
- SENDCO
- R-Time, circle time, peer massage, lunch time and after school clubs etc.

**7. What specialist services and expertise are available at or accessed by the school?**

- We have access to TESS team, Educational Psychologist, counsellor, Learning Mentor (in-house) Outreach, Speech and Language, Occupational Health, Gateway/Social care, School nurse, Physiotherapist, EMAS, translators, CAMHS, Sensory team, community police and social care.

**8. What training are the staff supporting children and young people with SEND had or are having?**

- SEND CPD has a high priority for all staff
- If particular training is needed the SENDCO /SLT will arrange it
- We are always striving to learn new interventions and refresh our current practice.
- The SENDCO is a qualified teacher supported by a HLTA.
- Some of our interventions are delivered by a staff with an expertise in that field.
- We liaise very closely with the TESS team and EP service who give us very good advice verbally or on a report.
- Staff meetings are set aside for SEND.
- Staff attend the local special needs school for training.
- We pride ourselves on delivering literacy programmes such as Talking Partners and Fischer Family Trust, Talking Maths, Maths Recovery, Can do Music, Soundwrite as well as a wide variety of many other interventions, addressing speech and communication needs, social, memory/concentration, and motor skills.
- The SENDCO has two RDP (Review meetings) each year with the EP and TESS teacher to discuss the children in our care.

**9. How will my child be included in activities outside the classroom, including school trips?**

- Activities are differentiated eg, PE tasks/swimming
- Medical care plans
- Risk assessments
- Staff/adult ratio
- Parental involvement
- Agency involvement eg, medical

**10. How accessible is the school environment?**

- **School is all on one level and is accessible for wheelchair users.**
- **Language barriers are supported by EMAS/translation aids.**
- **A disabled toilet is located near reception at the front of school.**
- **We are happy to discuss individual requirements.**

**11. How will the school prepare and support my child to join the school, transfer to a new school or the next stage of education and life?**

- We have INSPIRE sessions for new Reception children.
- Good relationships with our feeder nurseries and receiving high schools.
- Transition meetings for both children and staff.
- New mid year children are given a tour, prospectus and a meeting with the Learning Mentor.
- Children who need extra support with transition are given more opportunities to discuss and discover their new environment and new adults.
- Phased integrations / part time timetables can be put into place if needed.
- Year 6 children have opportunities to visit their chosen High School.
- All records are passed on to the next school.

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

- This depends on need/coping strategies/concentration skills/groupings/attainment and progression/timetables/advice from professionals/interventions already accessed.
- The decisions are made by the teacher and SEND team, parental views, child and funding opportunities.
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**13. How are the school's resources allocated and matched to children's special educational needs?**

- Children are staged according to their need and professionals involved and this determines the school's allocations of resources. The greater the need, the wider the support either through time, supporting adults or selection of interventions or specialised resources purchased.
- The SEND budget is allocated each financial year. This money is used to provide additional support and resources as required.
- If a child is needing more than 15 hours of support (£6000), additional funding can be applied for from the local authority to increase the support.

**14. How are parents involved in the school? How can I be involved?**

- **We operate an open-door policy.**
- **The home/school planner can be used as a way of communication for day to day matters.**
- **Staff meet and greet families each morning.**
- **Parents are invited into school for assemblies, coffee mornings, sporting events, plays etc..**
- **Volunteering in the school day.**
- **Family Learning Opportunities.**

**15. Who can I contact for further information?**

- **In the first instance parents/carers are encouraged to speak to their child's class teacher.**
- **SENDCO or Headteacher**
- **Local Authority — Wigan Council, Waterside House, Waterside Drive, Wigan, WN1 5AZ, 01942 486225**