

Wincheap Foundation Primary School Special Educational Needs and Disability Policy

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Wincheap Foundation Primary School Special Educational Needs and Disability Policy

This policy is written in line with the requirements of:-

Children and Families Act 2014

SEN Code of Practice 2015

SI 2014 1530 Special Educational Needs and Disability Regulations 2014

Part 3 Duties on Schools - Special Educational Needs Co-ordinators

Schedule 1 regulation 51- Information to be included in the SEN information report

Schedule 2 regulation 53 - Information to be published by a local authority in its local offer

Equality Act 2010

Schools Admissions Code, DfE 1 Feb 2012

SI 2012 1124 The School Information (England) (Amendment) Regulations 2012

SI 2013 758 The School Information (England) (Amendment) Regulations 2013

This policy should be read in conjunction with the following policies - Behaviour Policy, Equalities Policy, Safeguarding Policy and ratified by the Governing Body.

This policy was developed with input from staff, governors (including parent governors) and the local authority and will be reviewed annually.

A wide range of information about services to 0-25 years with Special Educational Needs and Disabilities can be found on Kent's Local Offer via the link:

<http://www.kent.gov.uk/education-and-children/special-educational-needs/about-the-local-offer>

Definition of SEN

A child or young person has SEN 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 if he or she:

- (a) Has a significantly greater difficulty in learning than the majority of others of the same age; or
- (b) 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 or mainstream post-16 institutions. *SEN Code of Practice (2015, p 15)*

Definition of disability

Many children and young people who have SEN may also 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 provides a relatively low threshold and includes more children than many realise: 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial' *SEN Code of Practice (2015, p 16)*

1. The kinds of Special Educational Need for which provision is made at the school

At Wincheap Foundation Primary School we can make provision for every kind of frequently occurring special educational need without a Statement of Special Educational Needs or Education, Health and Care Plan, for instance dyslexia, Irlen syndrome, dyspraxia, dyscalculia, speech and language needs, autism, learning difficulties and social, emotional or mental health difficulties. There are other kinds of special educational need which do not occur as frequently and with which the school is less familiar, but we are always ready to access training and advice so that these kinds of needs can be met.

The school also currently meets the needs of pupils with an Education, Health and Care plan with the following kinds of special educational need: speech, language and communication difficulties, autistic spectrum disorders, physical disabilities and learning difficulties. Decisions on the admission of pupils with an Education, Health and Care plan are made by the Headteacher and the Local Authority.

The admission arrangements for pupils without an Education, Health and Care Plan do not discriminate against or disadvantage disabled children or those with Special Educational Needs.

2. Information about the policy for identification and assessment of pupils with SEN

At Wincheap Foundation Primary School we monitor the progress of all pupils three times a year to review their academic progress. We also use a range of assessments with all the pupils at various points, including;

- Termly tracking of YR pupils through the Early learning Goals
- YR Language Link screening (and for individuals in other year groups as required)
- YR Speech Link screening as required (and for individuals on other year groups)
- Y1 phonics screening
- Salford reading and comprehension - as required

Where progress is not sufficient, even if special educational need has not been identified, we put in place extra support to enable the pupil to catch up. Examples of extra support-include:

- Speech and/or Language Link intervention groups
- Accelerated/Acceleratewrite
- Bug club
- Makaton / Cued articulation
- Numicon supported maths groups
- Social stories
- Task management boards
- Visual resources
- Fizzy, BEAM, Write from the Start, Clever hands/Fingers
- Sensory circuits
- Legotherapy
- Precision teaching
- Sensory Diet

Some pupils may continue to make inadequate progress, despite high-quality teaching targeted at their areas of weakness. For these pupils, and in consultation with parents, we will use a range of assessment tools to determine the cause of the learning difficulty. At Wincheap Foundation Primary School we are experienced in using the following assessment tools:

- Language for learning
- ADHD checklist
- Renfrew word finding vocabulary test
- British Picture Vocabulary Scale
- Working memory rating scale
- Dyslexia and dyscalculia screeners
- Dyspraxia screening tools
- Sensory assessment check
- Leuven scales for wellbeing
- The Boxall Profile

And we have access to external advisors such as:

- Speech Therapists
- Educational Psychology
- Occupational and Physiotherapists

- Specialist Teaching Service via the Local Inclusion Forum Team
- Children and Young People's Mental Health Service
- Community paediatricians
- School nursing
- Educational Psychology advice accessed via School Based Reviews

Such advice and more detailed assessments may be requested to help us understand the nature of a pupil's needs and what additional resources and different approaches are required to enable the pupil to make better progress. This information will be shared with parents, and may be put into a SEN Support Plan and reviewed regularly, and refined / revised if necessary. At this point we will have identified that the pupil has a Special Educational Need because the school is making special educational provision which is additional and different to what is normally available. Not all of the children on the SEN register will have a Personalised Support Plan, but their needs will be included on the class Provision Plan.

If the pupil is able to make good progress using this additional and different resource (but would not be able to maintain this good progress without it) we will continue to identify the pupil as having a Special Educational Need. If the pupil is able to maintain good progress without the additional and different resources he or she will not be identified with Special Educational Needs. When any change in identification of SEN is changed parents will be notified.

We will ensure that all teachers and support staff who work with the pupil are aware of the support to be provided and the teaching approaches to be used.

Information about the school's policies for making provision for pupils with Special Educational Needs

3a. How the school evaluates the effectiveness of its provision for such pupils

Each review of the SEN Support Plan will be informed by the views of the pupil, parents and class/subject teachers and the assessment information from teachers which will show whether adequate progress is being made. Progress includes areas such as social and emotional/physical skills and resilience, as well as academic.

The *SEN Code of Practice (2015, 6.17)* describes inadequate progress thus:

- 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 attainment gap between rate of progress

- Widens the attainment gap

For pupils with an Education, Health and Care Plan there will be an Annual Review of the provision made for the child, which will enable an evaluation of the effectiveness of the special provision. The collation of all annual review evaluations of effectiveness will be reported to the governing body.

3b. The school's arrangements for assessing and reviewing the progress of pupils with Special Educational Needs

Every pupil in the school has their progress tracked three times per year. In addition to this, pupils with special educational needs may have more frequent assessments of their reading age, spelling age, phonics progress, etc. The assessments we use at Wincheap Foundation Primary School are listed in section 2. Using these it will be possible to see if pupils are increasing their level of skills in key areas.

If these assessments do not show adequate progress is being made the SEN support plans will be reviewed and adjusted.

3c. The school's approach to teaching pupils with Special Educational Needs

High quality teaching, differentiated for individual pupils, is the first step in responding to pupils who have or may have SEN. Additional intervention and support cannot compensate for a lack of good quality teaching. Schools should regularly and carefully review the quality of teaching for all pupils, including those at risk of underachievement. This includes reviewing and where necessary, improving teachers' understanding of strategies to identify and support vulnerable pupils and their knowledge of the SEN most frequently encountered - *SEN Code of Practice (2015, 6.37)*

In Wincheap Foundation Primary School the quality of teaching is judged to be good.

We follow the Mainstream Core Standards advice developed by Kent County Council to ensure that our teaching conforms to best practice.

<https://www.kelsi.org.uk/special-education-needs/special-educational-needs/the-mainstream-core-standards>

3d. How the school adapts the curriculum and learning environment for pupils with Special Educational Needs

At Wincheap Foundation Primary School we follow the advice in the Mainstream Core Standards on how to adapt the curriculum and the learning environment for pupils with Special Educational Needs. We also incorporate the advice provided as a result of assessments, both internal and external, and the strategies described in Statements of Special Educational Needs / Education, Health and Care Plans.

As part of our requirement to keep the appropriateness of our curriculum and learning environment under review, the Governors ensure that the school's improvement planning process includes a specific plan for SEND, including provision in our maintained Speech and Language Department. The specialist resourced provision has a representative steering group which meets twice a year, fulfilling a quality assurance role. Furthermore, the teaching staff within the Speech and Language Department will be working towards a Postgraduate Certificate for Language and Communication Impairment in Children.

3e. Additional support for learning that is available to pupils with Special Educational Needs

As part of our budget we receive 'notional SEN funding'. This funding is used to ensure that the quality of teaching is good in the school and that there are sufficient resources to deploy additional and different teaching for pupils requiring SEN support. The amount of support required for each pupil to make good progress will be different in each case. In very few cases a very high level of resource is required. The funding arrangements require schools to provide up to £6000 per year of resource for pupils with high needs, and above that amount the Local Authority should provide top up to the school known as High Needs Funding.

3f. How the school enables pupils with Special Educational Needs to engage in activities of the school (including physical activities) together with children who do not have Special Educational Needs

All clubs, trips and activities offered to pupils at Wincheap Foundation Primary School are available to pupils with Special Educational Needs either with or without a statement of special educational needs / Education, Health and Care Plan. Where it is necessary, the school will use the resources available to it, to provide additional adult support to enable the safe participation of the pupil in the activity. We always liaise with parents/carers to consider how we can overcome potential barriers.

3g. Support that is available for improving the emotional and social development of pupils with Special Educational Needs

At Wincheap Foundation Primary School we understand that an important feature of the school is to enable all pupils to develop emotional resilience and social skills, both through direct teaching for instance, RSHE, buddy systems, time-out, worry group and referral to Early Help and indirectly with every conversation adults have with pupils throughout the day. The school also has a Pastoral Support Manager who can advise and support children and their parents as required.

For some pupils with the most need for help in this area we can also supply the following:

- Access to 1:1 counselling
- 1:1 Play Therapy
- Emotional reliance sessions
- Mentor time with the Inclusion Team
- External referral to NELFT/CAMHs
- Emotional well-being referrals
- Time-out space for pupils to use when agitated
- Calm down/self-soothing resources
- Sensory diet
- Targeted interventions of social skills, emotional literacy, anger and anxiety management

Pupils in the early stages of emotional and social development because of their Special Educational Needs will be supported to enable them to develop and mature appropriately. This may require additional and different resources, beyond that required by pupils who do not need this support.

4. The name and contact details of the Special Educational Needs Coordinator (SENCo)

The SENCO at Wincheap Foundation Primary School is Mrs Debbie Hoare, who is a qualified teacher and has been accredited by the National Award for SEN Co-ordination and also holds the following qualification - Childhood Studies - SEN Pathway (BA Hons).

Mrs Hoare is available on 01227 464134 or dhoare@wincheap.kent.sch.uk

5. Information about the expertise and training of staff in relation to children and young people with Special Educational Needs and how specialist expertise will be secured

Completed and ongoing training for all teachers and teaching assistants includes:

- Language for Learning
- Autism awareness
- Dyslexia awareness
- Dyscalculia awareness
- The Solihull Approach

In addition the following teachers have received the following enhanced and specialist training

- SLCF universal standard training in the SLD

6. Information about how equipment and facilities to support children and young people with Special Educational Needs will be secured

Where external advisors recommend the use of equipment or facilities which the school does not have, we will purchase it using the notional SEN funding, or through application or seek it by loan. For highly specialist communication equipment the school will seek the advice of the KCC Communication and Assistive Technology team.

Where a training need is identified beyond this we will find a provider who is able to deliver it. Training providers we can approach are, special schools, Educational Psychologist, Speech and Language Therapist, Occupational Therapists, Physiotherapists, dyslexia therapists. The cost of training is covered by the notional SEN funding.

7. Arrangements for consulting parents of children with Special Educational Needs about, and involving them in, their education

All parents of pupils at Wincheap Foundation Primary School are invited to discuss the progress of their children on two occasions a year and receive a full written report once per year. In addition we are happy to arrange meetings outside these times. As part of our normal teaching arrangements, all pupils will access some additional teaching to help them catch-up if the progress monitoring indicates that this is necessary; this will not imply that the pupil has a Special Educational Need. All such provision will be recorded on a Provision Plan, evaluated and outcomes shared accordingly with parents 3 times per year.

If following this normal additional provision, improvements in progress are not seen, we will contact parents to discuss the use of internal or external assessments which will help us to address these needs better. From this point onwards the pupil will be identified as having Special Educational Needs because special educational provision is being made. This will be explained to parents and they will be invited to all planning and reviews of this provision. Parents will be actively supported to contribute to assessment, planning and review.

In addition to this, pupils and parents of pupils with a Statement of SEN or Education, Health and Care Plan will be invited to contribute to and attend an Annual Review, which, wherever possible will also include other agencies involved with the pupil. Information will be made accessible for parents.

8. Arrangements for consulting young people with Special Educational Needs about, and involving them in, their education

When a pupil has been identified to have Special Educational Needs because special educational provision is being made for him or her, the pupil will be consulted about and involved in the arrangements made for them as part of person-centred planning. Parents are likely to play a more significant role in the childhood years with the young person taking more responsibility and acting with greater independence in later years.

9. Arrangements made by the Governing Body relating to the treatment of complaints from parents of pupils with Special Educational Needs concerning the provision made at the school

The normal arrangements for the treatment of complaints at Wincheap Foundation Primary School are used for complaints about provision made for Special Educational Needs. We encourage parents to discuss their concerns with their child's class or subject teacher, Headteacher/member of the Senior Leadership Team, SENCO or Pastoral Manager, to resolve the issue before making the complaint formal to the Chair of the Governing Body.

If the complaint is not resolved after it has been considered by the Governing Body, then a disagreement resolution service or mediation service can be contracted. If it remains unresolved after this, the complainant can appeal to the First-Tier Tribunal (Special Educational Needs and Disability), if the case refers to disability discrimination, or to the Secretary of State for all other cases.

There are some circumstances, usually for children who have an EHC Plan where there is a statutory right for parents to appeal against a decision of the Local Authority. Complaints which fall within this category cannot be investigated by the school.

10. How the Governing Body involves other bodies, including health and social services bodies, Local Authority support services and voluntary organisations, in meeting the needs of pupils with Special Educational Needs and in supporting the families of such pupils

The Governing Body, through the Headteacher and other appropriate staff, have engaged with the following bodies:

- Free membership of LIFT for access to specialist teaching and learning service
- A Service Level Agreement with Educational Psychology service for 18 hours per year
- Link to Disabled Children's Service for support to families for some pupils with high needs
- Access to Local Authority's Service Level Agreement with Speech and Language Therapy Services / Occupational Therapy Services / Physiotherapy Services for pupil with requirement for direct therapy or advice
- Ability to make ad hoc requests for advice from Communication and Assistive Technology Team, etc.
- Membership of professional networks for SENCOs e.g. AEN update, SENCO forum, NASEN etc.

11. The contact details of support services for the parents of pupils with Special Educational Needs, including those for arrangements made in accordance with clause 32 (Parent Partnership Services)

Information Advice and Support Kent (IASK) provides free and confidential, information, advice and support service, for parents of a disabled child or child with special educational needs and to children and young people up to age 25 who have a special educational need or disability.

Trained staff can provide impartial legally based information and support on educational matters relating to special educational needs and disabilities, including health and social care. The aim is to empower parents, children and young people to fully participate in discussions and make informed choices and decisions. Also to feel confident to express their views and wishes about education and future aspirations.

They can be contacted on:

HELPLINE: 03000 41 3000

Office: 03000 412412

Email: iask@kent.gov.uk

Website: www.kent.gov.uk/iask

12. The school's arrangements for supporting pupils with Special Educational Needs in transferring between phases of education or in preparing for adulthood and independent living

At Wincheap Foundation Primary School we work closely with other educational settings before pupils transfer to us, in order to seek the information that will make the transfer as seamless as possible.

We also contribute information to a pupil's onward destination by providing information to the next setting. KS3 placements are carefully considered by school and parents for all children and more specifically for those with SEN. Year 7 co-ordinators are invited to visit the children in Wincheap Foundation Primary School and details of need are shared within specific transition arrangements. Transition days and sessions for children at their future school settings are set up, and Annual Reviews or other additional meetings may be held to plan for and support successful transition.

13. Information on where the Local Authority's Local Offer is published

The Kent Local Offer also provides information about a range of support services such as Independent Support Kent, Family Advice Service for disabled children and their families, Kent Parent and Carer Forum. The Local Authority's Local Offer is published on the KCC website.

<http://www.kent.gov.uk/education-and-children/special-educational-needs/about-the-local-offer>

Parents without internet access should make an appointment with the SENCo for support to gain the information they require.

Signed.....

Date.....

(Chair of Governors)

Signed.....

Date.....

(Chair of Pupil and Personnel Committee)

Signed.....

Date.....

(Headteacher)