

## Abbots Farm Infant School Offer for Pupils with Special Educational Needs (SEND)



### Who will support my child in school?

Question	People	Summary of Responsibilities
Who are the best people to talk to at Abbots Farm Infant School about my child's difficulties with learning/ Special Educational Needs (SEND)?	SENCO Miss Jenna Hetherington  01788 543093  Email: <a href="mailto:senco2410@welearn365.com">senco2410@welearn365.com</a>	<b>She is responsible for:</b> <ul style="list-style-type: none"> <li>• Overseeing day- to day operation of the policy</li> <li>• Overseeing and monitoring the provision for children with SEN</li> <li>• Liaising with teachers and other agencies</li> <li>• Liaising with parents of SEN</li> <li>• Contributing to the in- service training of staff</li> <li>• Keeping the SEN Governor fully informed.</li> </ul>
	Class teacher	<b>S/he is responsible for:</b> <ul style="list-style-type: none"> <li>• Ensuring that all children have access to good/outstanding teaching and that the curriculum is adapted to meet your child's individual needs (also known as differentiation)</li> <li>• Checking on the progress of your child and identifying, planning and delivering any additional help your child may need (this could be things like targeted work, additional support or intervention, adapting resources etc.) and discussing amendments with the SENCO as necessary.</li> <li>• Ensuring that all members of staff working with your child in school are aware of your child's individual needs and/or conditions and what specific adjustments need to be made to enable them to be included and make progress.</li> <li>• Ensuring that all staff working with your child in school are helped to deliver the planned work/programme for your child, so they can achieve the best possible progress. This may involve the use of additional adults, outside specialist support and specially planned work and resources.</li> </ul>

		<ul style="list-style-type: none"> <li>Ensuring that the school's SEND Policy is followed in their classroom and for all the pupils they teach with any SEND needs.</li> </ul>
	Teaching Assistant (TA)	<ul style="list-style-type: none"> <li>A Teaching Assistant (TA) may be allocated to a pupil with significant special educational needs and/or disabilities and whilst they take a very valuable role in your child's education we would prefer that questions regarding your child's learning and progress are directed initially to the Class teacher and/or SENCO.</li> <li>Of course, as a school we welcome daily dialogue between parents and TAs on how a child's day has been and we do actively encourage this continued feedback.</li> </ul>
	Head teacher Mrs Jeanette Lovejoy	<p><b>She is responsible for:</b></p> <ul style="list-style-type: none"> <li>The day to day management of all aspects of the school, this includes the support for children with SEND.</li> <li>She will give responsibility to the SENCO and class teachers but is still responsible for ensuring that all of your child's needs are met.</li> <li>She must make sure that the Governing Body is kept up to date about any issues in the school relating to SEND.</li> </ul>
	SEND Governor Ms L. Meldrum- Carter	<p><b>She is responsible for:</b></p> <ul style="list-style-type: none"> <li>Making sure that the school has an up to date SEND policy.</li> <li>Making sure that the school has appropriate provision and makes necessary adaptations to meet the needs of all children in the school.</li> <li>Making sure that the necessary support is made for any child who attends the school who has SEND and/or disabilities.</li> <li>Making visits to understand and monitor the support given to children with SEND in the school and being part of the process to ensure your child achieves his/her potential in school.</li> </ul>

### **How could my child get help in school?**

Children in school will get support that is specific to their individual needs this may be only provided by the class teacher or may involve:

- Other staff in the school such as Teaching Assistants
- Staff who visit the school from the Local Authority services such as STS (Specialist Teaching Service), Integrated Disability Service (IDS) or Educational Psychology Service (EP)
  - Staff who visit from outside agencies such as the Speech and Language Therapy (SALT) Service.

Types of support provided also showing the stage of the Code of Practice (the document that schools use to plan their SEND input) children will be at when receiving this input.	What could this mean for your child?	Who can get this kind of support?
Class teacher input via <b>targeted classroom teaching</b> also known as Quality First Teaching.	<ul style="list-style-type: none"> <li>• The teacher has the highest possible expectations for your child and all pupils in their class.</li> <li>• All teaching is based on building on what your child already knows, can do and can understand.</li> <li>• Putting in place different ways of teaching so that your child is fully involved in learning in class. This may involve things like using more practical learning or providing different resources adapted for your child such as word banks etc.</li> </ul>	All children in school
<p><b>Specific group work within a smaller group of children.</b> This group may be</p> <ul style="list-style-type: none"> <li>• Run in the classroom or outside of the classroom environment.</li> <li>• Run by a teacher or most often a Teaching assistant who has had training to run these groups.</li> </ul> <p>These are often called Intervention Groups</p>	<ul style="list-style-type: none"> <li>• Your child's teacher will have carefully checked on your child's progress and will have decided that your child has gaps in their understanding/learning and needs some extra support to help them make the best possible progress.</li> <li>• S/he will plan group sessions for your child to help them make more progress.</li> <li>• A Teaching Assistant/teacher will run these small group sessions using the teacher's plans, or a recommended programme.</li> </ul>	These interventions could be accessed by any child who is or is not on the SEN register who has specific gaps in their understanding of a subject.
<p><b>Specialist groups run by outside agencies</b> e.g. self-esteem group AND/OR Individual support for your child from a Learning Support Teacher</p>	<ul style="list-style-type: none"> <li>• If your child has been identified as needing more specialist input instead of or in addition to classroom teaching and intervention groups, referrals will be made to outside agencies to advise and support the school in enabling your child to make progress.</li> <li>• Before referrals are made you will be asked to come to a meeting with either you child's class teacher, SENCO or both to discuss your child's progress and help plan</li> </ul>	Children with specific barriers to learning that cannot be overcome through Quality First Teaching and intervention groups.

	<p>possible ways forward. (During COVID- 19 this may be via a telephone conversation or via a virtual meeting)</p> <ul style="list-style-type: none"> <li>• The specialist professional will work with your child to understand their needs and make recommendations to school, which may include: <ul style="list-style-type: none"> <li>o Making changes to the way your child is supported in class e.g. some individual support or changing some aspects of teaching to support them better.</li> <li>o Support to set more specific targets which will include their specific expertise.</li> <li>o A group run by school staff under the guidance of the outside professional e.g. a social skills group.</li> <li>o A group or individual work with an outside professional.</li> <li>o The school may suggest that your child needs some agreed individual support in school. They will tell you how the support will be used and what strategies will be put in place.</li> </ul> </li> </ul>	<p>These children will be placed on our SEN register at the <b>SEN Support</b> level.</p>
<p><b>Specified Individual support</b>  <b>This is usually provided via a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP).</b> This means your child will have been identified by the class teacher/SENCO as needing a particularly <b>high level of individual need</b> which cannot be provided from the budget available to the school. Usually your child will also need specialist support in school from a professional outside the school. This may be from:</p> <ul style="list-style-type: none"> <li>• STS</li> <li>• IDS</li> <li>• EP</li> <li>• Outside agencies such as the Speech and Language therapy (SALT)</li> </ul>	<ul style="list-style-type: none"> <li>• The school (or you) can request that the Local Authority carry out a statutory assessment of your child's needs. This is a legal process and you can find more details about this in the on the Warwickshire website: <a href="http://www.warwickshire.gov.uk">www.warwickshire.gov.uk</a></li> <li>• After the school have sent in the request to the Local Authority (with a lot of information about your child, including some from you), they will decide whether they think your child's needs (as described in the paperwork provided), seem complex enough to need a statutory assessment. If this is the case they will ask you and all professionals involved with your child to write a report outlining your child's needs.</li> <li>• After the reports have all been sent in, the Local Authority will decide if your child's needs are severe, complex and lifelong and that they need more than 20 hours of support in school to make good progress. If this is the case, they will write an Education, Health and Care Plan (EHCP). If this is not the case, they will write to you as parents and tell you the reason why they haven't carried out this assessment and ask the school to continue with the support at SEN Support Level.</li> <li>• If your child receives an EHC Plan, this document will outline the funding units allocated, how the child should be supported and what strategies could be put in place. It will also have long and short-term goals for your child.</li> </ul>	<p>Children whose additional needs are severe, complex and lifelong. The range of needs may include cognition &amp; learning, physical or sensory difficulties, emotional and behavioural difficulties, or difficulties with speech and language.</p>
<p><b>Frequently Asked Questions</b></p>		

<p>How will we support your child with identified special needs starting at school?</p>	<p>We will first invite you to visit the school with your child to have a look around and speak to key staff. (During COVID – 19 this may be via a virtual meeting, videos &amp; photographs). If other professionals are involved a multi-agency meeting will be held to discuss your child's needs, share strategies used, and ensure provision is put in place before your child starts. Your child's teacher and/or SENCO may make a home visit and also may visit your child if they are attending another provision. We may suggest adaptations to the settling in period to help your child settle more easily.</p>
<p>How can I let the school know I am concerned about my child's progress in school?</p>	<p>If you have concerns about your child's progress you should speak to your child's class teacher initially. If you are not happy that the concerns are being managed and that your child is still not making progress you should speak to the SENCO or Head teacher. If you are still not happy you can speak to the school SEND Governor.</p>
<p>How will the school let me know if they have any concerns about my child's learning in school?</p>	<p>When a teacher or a parent has raised concerns about your child's progress, and targeted intervention has not met the child's needs, the teacher must raise this with the SENCO. The school also has pupil progress meetings every term between each class teacher and senior staff members in the school to ensure all children are making good progress. If your child is then identified as not making enough progress the school will set up a meeting to discuss this with you in more detail.</p>
<p>How is extra support allocated to children and how do they move between the different levels?</p>	<p>The school budget includes money for supporting children with SEND needs. The Head Teacher decides on the budget for Special Educational Needs in consultation with the school governors, on the basis of needs in the school. The Head Teacher and SENCO discuss all of the information they have about SEND in the school, including the children getting extra support already, the children needing extra support, the children who have been identified as not making as much progress as would be expected. They also decide what resources/training and support is needed. All resources/training and support are reviewed regularly and changes made as needed.</p>
<p>Who are the other people providing services to children with SEND in this school?</p>	<ul style="list-style-type: none"> <li>• Specialist Teaching Service (STS)</li> <li>• Educational Psychology (EP)</li> <li>• Sensory and Physically Impaired (SPI) Team</li> <li>• Autism (ASD) Team</li> <li>• Integrated Disability Service (IDS)</li> <li>• Speech and Language Therapy (SALT)</li> <li>• Child and Adolescent Mental Health (CAMHS)</li> <li>• Occupational Therapy (OT)</li> </ul>
<p>Which NHS services can the school refer my child to?</p>	<ul style="list-style-type: none"> <li>• Speech and Language Therapy</li> <li>• Occupational Therapy</li> <li>• School Nurse/ Compass</li> </ul>
<p>How are the teachers in school helped to work with children with SEND and what training do they have?</p>	<p>The SENCO's job is to support the class teachers in planning for children with SEND. The school intends for all staff to improve the teaching and learning of children including those with SEND. This includes whole school training on areas such as ASD, communicating through Makaton, Emotion Coaching etc. Whole staff training to disseminate knowledge, strategies and experience, to ensure consistency of the school's approach for children with SEND. Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs of specific children in their class e.g. from Speech and Language Therapy.</p>

<p>How will the teaching be adapted for my child with learning needs (SEND)?</p>	<p>Class Teachers plan lessons according to the specific needs of all groups of children in their class, and will ensure that your child's needs are met. Specific resources and strategies will be used to support your child; this could be individually and in small groups. Planning and teaching will be adapted on a daily basis if needed to meet your child's learning needs.</p>
<p>How will we measure the progress of your child in school?</p>	<p>Your child's progress is continually monitored by his/her class teacher. His/her progress is reviewed formally every term. At the end of each key stage (i.e. at the end of year 2) all children are required to be formally assessed using Standard Assessment Tests (SATs). This is something the government requires all schools to do. At the end of year 2 if your child is working at the pre-key stage level, a more sensitive assessment tool is used which shows their level in more detail and will also show smaller but significant steps of progress.</p> <p>Your child may also have an Individual Education Plan (IEP). The progress of children with an EHC Plan is formally reviewed at an Annual Review with all adults involved with the child's education. These children will also have an Individual Education Plan (IEP). A child's IEP will be updated once every half term, parents will be invited along to review this with the class teacher and where possible the SENCO (During COVID- 19, these will take place via Zoom or Microsoft Teams). Parents will be given the opportunity to input into the reviewing process and will be informed of any revisions. The SENCO will also check that your child is making good progress within any individual or group interventions that they take part in. A range of ways will be used to keep you informed, which may include:</p> <ul style="list-style-type: none"> <li>- Additional meetings as required</li> <li>- Samples of good work sent home for the child to share with you</li> <li>- Reports</li> </ul>
<p>What support do we have for you as a parent of child with SEND?</p>	<p>We would like you to talk to your child's class teacher regularly so we know what they are doing at home and we can tell you about what we are doing in school. We hope this will make sure that we are doing similar things to support your child both at home and school and can share what is working in both places. The SENCO is available to meet with you to discuss your child's progress or any concerns/worries you may have. The SENCO may also arrange to meet with you to discuss any observations or new ideas suggested by outside agencies for your child. Provision maps will be reviewed each half term.</p>
<p>How have we made this school accessible to children with SEN?</p>	<p>We ensure that equipment used is accessible to all children regardless of their needs. Enrichment and after school activities are extended to all pupils irrelevant of their needs.</p>
<p>How do we support disabled pupils?</p>	<p>We have written an Accessibility Plan for the current academic year (please see out school website) this outlines how we enable access to the curriculum, how we raise awareness of disability and how we make our environment safe and accessible to all pupils.</p>
<p>How will we support your child when they are leaving this school? OR moving on to another class?</p>	<p>We recognise that 'moving on' can be difficult for a child with SEND and take steps to ensure that any transition is as smooth as possible.</p> <p>If your child is moving to another school:</p> <ul style="list-style-type: none"> <li>• We will contact the school SENCO and ensure he/she knows about any special arrangements or support that need to be made for your child.</li> <li>• We will make sure that all records about your child are passed on as soon as possible.</li> </ul> <p>When moving classes in school:</p>

	<ul style="list-style-type: none"><li>• Information will be passed on to the new class teacher <b>in advance</b> and a meeting between teachers will also take place to discuss your child's individual needs.</li><li>• If your child would be helped by a photo book to support them understand moving on then it will be made for them before the end of the school year to share with them in the Summer Holidays before the beginning of the next school year.</li></ul> <p><b>In Year 2</b> The SENCO will discuss the specific needs of your child with the SENCO of their next school. Wherever possible extra transition visits will be made for your child, to support their understanding of the changes ahead. In most cases staff from the new school will visit your child in this school.</p>
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**Local Contacts:**

Log onto [www.warwickshire.gov.uk/sen](http://www.warwickshire.gov.uk/sen) for the Local Authority's Local Offer.

Log onto <https://www.kids.org.uk/warwickshire-sendiass> for information on how parents can contact the SEND Information and Advice Service.