

SEND Policy

2018/19

Signed

Martin Callaghan

Chair of the Board of Directors

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Version History

Version	Date Issued	Brief Summary of Change	Owners Name
0.1	05.02.2019	New Policy	Wendy Ainscough

SENDCO – Special Educational Needs and Disability Co-ordinators

Bampton C of E Primary School	Mr G Bladon
The Clinton C of E School	Mrs B Wearne
Combe Martin Primary School	Mr D Railston
Dolton C of E School	Mrs B Wearne
St Helen's Church of England School	Mrs C Dickinson
Woolacombe School	Mrs G Holmes

This Policy is to promote the successful inclusion of children with special educational needs and disabilities within all the schools of the Alumnis MAT.

In all of our schools, we are committed to offering an inclusive curriculum to ensure the best possible progress for all children, whatever their needs or abilities.

This policy is in line with our Teaching and Learning Policy and Equality Policy and aims to support inclusion for all of our children. The responsibility for the management of this policy falls to the Headteacher. The day-to-day operation of the Policy is the responsibility of the Special Educational Needs and Disabilities Co-ordinator (SENDCo). The Local Schools Committee, Headteacher and the SENDCo will work together closely to ensure that this policy is working effectively.

High quality teaching is that which is differentiated to meet the needs of the majority of children. Some children will need something **additional to** or **different from** what is provided for the majority of children. This is special educational provision and we will use our best endeavours to ensure that provision is made for those who need it.

All teachers are teachers of special educational needs.

Every teacher is responsible and accountable for the progress and development of all children in their class even where pupils access support from teaching assistants or specialist staff.

Teaching and supporting children with SEND is therefore a whole school responsibility requiring a whole school response. Meeting the needs of children with SEND requires partnership working between all those involved – Local Authority (LA), school, parents/carers, children, children's services and all other agencies.

School Admissions

No child will be refused admission to a school on the basis of their special educational need. In line with the Equality Act 2010 we will not discriminate against disabled children in respect of admissions for a reason related to their disability. We will use our best endeavours to provide effective educational provision.

The specific objectives of our SEND policy are as follows:

To identify children with special educational needs and disabilities and ensure that

- their needs are met;
- to ensure that children with special educational needs and disabilities join in with all
- the activities of the school;
- to ensure that all learners make the best possible progress;
- to ensure parents are informed of their child's special needs and provision, and that
- there is effective communication between parents and school;
- to ensure that learners express their views and are fully involved in decisions which affect their education;
- to promote effective partnerships and involve outside agencies when appropriate.

The Board of Directors

The Board of Directors has agreed admissions criteria which do not discriminate against children with special education needs or disabilities. Each school's admissions policy has due regard for the guidance in the Code of Practice.

The Board of Directors will ensure that it makes appropriate special educational provision, in each school, for all children identified on the SEND register. The range of support will be detailed in class provision maps/profiles and could look slightly different within each school within the MAT dependant on the context of the school and the needs within it. These provision maps/profiles are renewed each term by teachers to cater for the changing needs of their class. The Board will ensure that needs identified at school level by teachers are met although they realise that each settings context differs.

Identification and Assessment of special educational needs

Each school is committed to the early identification of special educational needs and adopts a graduated response to meeting special educational need in line with the Code of Practice 2014. A range of evidence is collected through the usual assessment and monitoring arrangements. If this suggests that the learner is not making the expected progress, the class

teacher will consult with the SENDCO and parents, in order to decide whether additional and/or different provision is necessary.

Definition of SEND

Four Main categories for SEND children:

1. Communication and interaction
2. Cognition and learning
3. Emotional, social and mental health
4. Physical and sensory

Children have special educational needs if they have a learning difficulty or disability which calls for special education provision to be made for them, namely provision *which is 'additional to' or 'different from'* that which is normally available in a differentiated curriculum. Ours Schools regard children as having a Special Educational Need if they:

- a) Have a significantly greater difficulty in learning than the majority of children of the same age, or;
- b) Have a disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions;

A child under compulsory age has special educational needs if they fall within the definition at (a) or (b) above, or would do so if special educational provision was not made for them (Section 20 Children and Families Act 2014).

Children must not be regarded as having a learning difficulty solely because the language, or form of language of their home, is different from the language in which they will be taught.

All schools will have regard for the SEND Code of Practice 2014 when carrying out their duties towards all children with SEND, and will ensure that parents/carers are informed by the school that SEND provision is being made for their child.

Children who have needs which require additional or different provision will be recorded on their school's SEND register. A child on the register progresses and no longer requires additional or different provision will be removed from the school's SEND register, following consultation with parents/carers.

Children who have medical conditions but do not require additional or different provision will be recorded on the school's medical register, instead of the special needs register.

A Graduated Response to SEND

All the Trust's schools use a graduated response to supporting children.

Where a pupil is identified as having SEND, we will take action to support effective learning by removing barriers to learning and put effective special educational provision in place.

For pupils with a special educational need that is being met with targeted provision within school, a cycle of **Assess, Plan, Do** and **Review** will take place. This will fit into the regular termly assessment and planning cycle for all children and will be documented on either individual or class profiles/ provision maps. The teacher will take the lead on these and will seek advice and support from the SENDCo as and when required.

When a child has been placed on a school's SEND register and had school based targeted provision, but progress is still limited and there are still on-going concerns, then it may be necessary to consider specific support. At this point, the SENDCo will take the lead and begin to implement a more in depth plan alongside the family and class teacher.

During this process it is often necessary to seek assessment or advice from an external professional such as a specialist teacher or educational psychologist. A 'Team Around the Family' meeting (henceforth known as TAF) will be held where parents, the SENDCo and other outside agencies will attend to discuss how they can support the child. These meetings will still form part of the assess, plan, do and review cycle and will be held three times a year.

External support may be indicated where the child

- Makes little or no progress even when teaching approaches are targeted particularly in a child's identified area of weakness;
- Shows signs of difficulty in developing literacy or mathematics skills which result in poor attainment in some curriculum areas;
- Has persistent emotional or behavioural difficulties which are not ameliorated by appropriate behaviour management strategies;
- Has sensory or physical problems and continues to make little or no progress despite the provision of specialist equipment;
- Has communication and/or interaction difficulties and continues to make little or no progress despite the provision of an appropriate differentiated curriculum;
- Has emotional or behavioural difficulties which substantially and regularly interferes with the child's own learning or that of the class groups, despite having an individualised behaviour support programme;

- Has SEND or physical needs that require additional specialist equipment or regular advice or visits by a specialist service;
- Has a communication and/or an interaction difficulty that impedes the development of social relationships and causes a substantial barrier to learning.

Statutory Assessment of Needs (EHCP)

Where the child has not made expected progress, the school or parents/carers should consider requesting an Education, Health and Care (EHC) needs assessment. The evidence gathered through the regular review of the My Plans and TAF meetings with outside agencies will help the Local Authority (LA) in determining when this statutory assessment of needs is required. This process will be led by the SENDCo.

Where a child has an Education Health and Care Plan (EHCP), the Local Authority must review the plan every twelve months as a minimum. Schools have a duty to co-operate, so will hold annual review meetings and complete the appropriate paperwork for this process.

Supporting Pupils and Families

We value and accept the positive role and contribution parents/carers make. We make every effort to work in full co-operation with parents/carers, recognising and respecting their roles and responsibilities. Parents/carers are encouraged to work with the school and other professionals to ensure that their child's needs are identified properly and met as early as possible.

The school seeks to support the education partnership between home and school by

- maintaining regular with the class teacher and the SENDCO
- helping parents understand what the child is doing in school so that they can reinforce learning at home
- asking parents to undertake specific activities with their child at home
- attending and contributing to TAF meetings and annual reviews
- providing information about the local Parent Partnership Service who are available to provide information and advice

The child's class teacher will work closely with parents at all stages in their education and should be the first port of call in case of any difficulty. Parents of children with SEN or disabilities whose concerns cannot be resolved by the usual school procedures can request independent disagreement resolution. The school will make further information about this process available on request.

Changing schools or classes

A change of school, class and staff can be an exciting, yet anxious time for all children. We recognise that this can be very challenging for some children with SEND. We endeavour to make sure these periods of change are carefully managed in a sensitive way to provide continuity of high quality provision and reassurance to children and families

Advanced planning for children in Year 5 is essential to allow appropriate options to be considered.

The SENDCO will liaise with the SENDCOs of the secondary schools serving the area to ensure that effective arrangements are in place to support children at the time of transfer.

When children move to another school, their records will be transferred to the next school within 15 days of the child ceasing to be registered, as required under the Education (Pupil Information) Regulations 2000.

Transition links will be made between Pre-school settings, Foundation Stage and Key Stage 1, 2 and KS3 schools to ensure the smooth transition for children with special educational needs and the appropriate planning for their needs.

Advice on specialist provision will be sought, as necessary, from special schools.

Continuing Professional Development (CPD)

- The training and development needs of all staff are regularly reviewed, including as part of their annual appraisal. CPD provided which meets their own needs and the needs of the children in each school, including those with SEND.
- Professional development also occurs through peer support and guidance, and professional dialogue with colleagues looking at meeting the specific needs of an individual child.
- External trainers may be brought in to address more specialist training needs such as dealing with specific medical conditions or disabilities, or to train staff in the use of specific interventions.
- The SENDCO and other SLT members provide regular CPD to other staff in school in specific aspects of meeting the needs of children with SEND.
- All staff have regular CPD meetings. The progress of all children, including those with SEND, is a core aspect of the appraisal process and appraisal targets will look at how to develop staff skills in meeting individual children needs as necessary.
- Teaching assistants are engaged in ongoing training.

- External trainers are brought in periodically to address more specialist training needs such as dealing with specific conditions (e.g. epilepsy, deaf awareness⁷) or to train staff in the use of specific interventions.
- Peer support and guidance is available daily for all staff in school and some of the best training development occurs through professional dialogue with colleagues looking at meeting the specific needs of a child.