



## SEND Information Report 2017-2018

At Greatham, our vision for all children is to reach their full potential within a caring, stimulating environment to enable them to believe in themselves, achieve their goals and develop the skills necessary to succeed in their future.

Our aim is to develop each individual child academically, spiritually, morally, socially and emotionally through an engaging, motivating curriculum which is underpinned by our Christian ethos. With high expectations for all, we encourage children to take risks, make mistakes and through perseverance, learn from these to achieve.

At Greatham, we aim to build on our core Christian values **love, hope, peace, trust** and **forgiveness** and keep these at the heart of everything we do.

### Hartlepool Local Authority 'Local Offer'

Our school operates its SEND provision in line with Hartlepool Local Authority's SEND policies and procedures.

#### What is the Hartlepool Local Offer?

The intention of Hartlepool's Local Offer is to improve choice and transparency to enable families to make informed choices and have greater control over services they wish to access. By setting out a local offer of services for children and young people with special educational needs or who are disabled and their families, this will help them make choices about what is right for them over the services that their family receives, including the use of personal budgets.

#### Who it is for?

The Local Offer gives information to parents of children with Special Educational Needs and disabilities between the ages of 0 – 25 years, in a single place. The local offer will also assist Practitioners who work with families

For further information regarding the local offer see:

[https://hartlepool.fsd.org.uk/kb5/hartlepool/fsd/local\\_offer.page](https://hartlepool.fsd.org.uk/kb5/hartlepool/fsd/local_offer.page)

## What kind of special educational needs is provision made for at our school?

Our school is an inclusive school where every child matters; we aim to address children's needs and support their development in the most appropriate way possible and celebrate effort as much as achievement. Our school's SEND policy document is available on this website, detailing our philosophy in relation to SEND.

Additional and/or different provision is currently being made in school for children with a range of needs, including:

- **Cognition and Learning** – Moderate learning difficulties; Specific learning difficulties - dyslexia, dyspraxia.
- **Sensory, Medical and Physical** – hearing impairment, sensory processing difficulties, epilepsy.
- **Communication and Interaction** – autistic spectrum condition, Asperger's Syndrome, selective speaking, speech and language difficulties.
- **Social, Emotional and Mental Health** – attention deficit hyperactivity disorder.

SEND training forms part of the continuing professional development of all teachers and teaching assistants (TAs) and is organised in accordance with the needs of our children.

The school works closely with other local schools, sharing training opportunities including INSET days and outside experts.

Our school's Accessibility Plan available on this website outlines adaptations made to the building to meet particular needs and enhance learning.

## Identification of Needs

### How do staff at Greatham identify children with SEND?

- On entry to Greatham Church of England Primary School your child is assessed, this is called a baseline assessment and the information is recorded and stored. Formal assessments are then carried out at regular intervals, so we can track your child's progress over time.
- The Class 1 teacher will liaise with parents on home visits before children start in the Nursery or if children are transferring from another school, staff will discuss any additional needs with the child's previous school. This may include information from other agencies that may have worked with your child (speech and language, educational psychologist, school nurse etc...)
- Your child may ask for help and highlight where they may be having difficulties.
- Teachers have regular meetings to ensure all children are making good progress. This is another way your child may be identified as not making as much progress as expected. The information in these meetings is used to ensure we meet any additional needs your child may have. If your child is then identified as not making progress, the school will decide whether to monitor this or set up an additional intervention group.
- We will regularly monitor your child's behaviour, social and emotional well-being.
- When a teacher has raised concerns about a child's progress or social and emotional well-being, and targeted teaching has not met the child's needs, the teacher will raise this with the SEND Coordinator.
- If your child is still not making progress, the school will discuss with you along with any concerns you may have. The school will look at any further interventions that may be beneficial or make referrals to outside professionals to give advice and support your child's learning.
- If you are concerned about your child and you think that they may have additional needs, please talk to your child's class teacher during nursery home visits, termly consultation evenings or make an appointment to speak to your child's class teacher or the SEND Coordinator directly.

## Support

### Who in school will support my child and how will this be monitored and evaluated?

**Class Teacher** - he /she is responsible for:

- Ensuring that all children have access to first quality teaching and that the curriculum is adapted to meet your child's individual needs. (also known as differentiation)
- Checking on the progress of your child and identifying, planning and delivering any additional help your child may need.
- Writing additional targets, also called Individual Education Plans (IEP), sharing and reviewing these with parents/carers every term.
- 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.
- Ensuring that all staff working with your child in school are supported in delivering the planned/programme for your child, so they can achieve the best possible progress. This may involve the use of additional adults, outside specialist help and specially planned work and resources.
- Ensuring that the school's SEND Policy is followed in their classroom and for all the pupils they teach with any SEND.

**SEND Coordinator/Headteacher** – Mr Piper is responsible for:

- Coordinating all the support for the children with Special Educational Needs and or disabilities (SEND), and developing the school's SEND Policy to make sure all children get a consistent, high quality response to meeting their needs in school.
- Ensuring that you are involved in supporting your child's learning, kept informed about the support your child is getting, involved in reviewing how they are doing and are part of the planning ahead for them.
- Liaising with all the other people who may be coming into school to help support your child's learning e.g. Speech and Language Therapy, Educational Psychologist etc...
- Complete any referrals to other agencies with information from class teachers, parents and carers when appropriate.
- Updating/reviewing the school's SEND provision maps and assessment grids and making sure that there are excellent records of your child's progress and needs.
- To update pupil case studies to track intervention and progress as a process to evaluate current provision.
- Ensure interventions summaries are completed and interventions evaluated to ensure provision is effective and adapted to meet the

children's needs.

- To provide specialist support for teachers and support staff in the school so they can help your child (and other pupils with SEN and /or disabilities in the school) to achieve their potential.
- Organising training for staff so they are aware and confident about how to meet the needs of your child and others within our school.
- The day to day management of all aspects of the school, this includes the support for children with SEND.
- To evaluate the effectiveness of the provision made for pupils with SEND.
- Monitoring/evaluating the effectiveness of interventions.
- They must make sure that the Governing Body is kept up to date about any issues in the school relating to SEND.

**SEND Governor** – Mrs Coleman is responsible for:

- Making sure that the school has an up to date SEND Policy.
- Making sure that the school has appropriate provision and has made adaptations to meet the needs of all the children in the school.
- Making sure that the necessary support is made for any child who attends the school who has SEND.
- 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 full potential in school.
- To evaluate the effectiveness of the provision made for pupils with SEND. This is done through visits and meetings with the SENDCo, analysis of SEND data/Intervention data, identifying strengths and areas for improvement to ensure all children achieve and make at least good progress.

## Curriculum

### How will the curriculum be matched to the needs of the young person?

- Class teachers plan from children's individual attainment/ability, differentiating work to closely match children's ability and learning needs. When a pupil has been identified with special needs, their work will be further differentiated by the class teacher to remove barriers to learning and enable them to access the curriculum more easily.
- A teaching assistant may support your child in a number of different contexts (1:1, small groups, mixed ability, similar ability) to support with individual/group work or in the delivery of carefully planned interventions.
- If appropriate, specialist equipment may be given to your child e.g. iPads, laptops, wobble cushions, writing slopes, pens/pencil grips. We also use different coloured pages in our exercise books or coloured overlays to support children with dyslexia when they are reading and writing. *(This is assessed by our Learning Support Teacher)*
- We acknowledge that not all children with disabilities necessarily have special educational needs. All our teachers act however, to ensure that children with disabilities are able to participate as fully as possible in the National Curriculum and statutory assessment arrangements.

## Accessibility

### How accessible is the school environment?

- Greatham Church of England Primary School is fully wheelchair accessible.
- Disabled toilets are available throughout the school building (Office area, Main school corridor and in EYs).
- There are changing facilities and a shower room.
- We are actively planning further improvements to make the school more accessible and have an up to date Accessibility Plan.
- ICT is used to help some of our pupils access the curriculum; there are interactive white boards in every room and all children have access to mobile technology (iPads/laptops) to support their learning when required.
- We endeavour to ensure that all class rooms have labelled resources, word walls, prompt mats, highlighting pens and reading strips so children can access the curriculum. There are also individual resources which include; number lines, 100 squares, phonic prompts, alternative means of recording, writing frames, modelled and shared writing opportunities to support individuals based on their specific needs.
- We endeavour to ensure that all class rooms are ASD friendly including use of visual timetables, personalised timetables and prompt/sequence cards, quiet work stations, areas of retreat and pictorially labelled resources (*When appropriate to meet a child's needs*)

## Parental Involvement

### How will both the school and parent know how the young person is doing and how will the school support the young person's learning?

- Parents/carers are encouraged to support their child's learning at home. Homework and reading is provided weekly for your child to complete.
- Teachers may suggest ways of supporting your child's learning at home, by giving your child additional work or meeting with you to discuss your child's needs.
- Outside agencies may suggest advice or programmes of study that can be used at home.
- We have meetings in the Autumn term for parents to come and meet the child's class teacher and the expectations, topics and teaching and learning strategies are shared with parents.
- Each child/parent receives a 'How to Help at Home' guide so parents can support their child(ren) at home with what they are learning at school.
- Parents are invited to annual reviews to review their child's EHCP.
- Parents are invited termly to review their child's Individual Education Plan (IEP).
- Consultation Evenings are held every term so parents can meet teachers, look at their child's work and discuss progress with their child's teacher.
- Parents are invited into school regularly to share in a range of activities, which include; performances, special themed days, assemblies, charity/fund raising events and church services.
- Reading record diaries are used to support communication between home and school and parents are encouraged to use these where appropriate.

## Overall Well Being

### What support will there be for the young person's well-being?

- Greatham Church of England Primary School offers a wide variety of pastoral support for our children who are encountering emotional, social and behavioural difficulties.
- Members of the staff such as the class teacher, teaching assistants and SENDCo are readily available for pupils who wish to discuss issues or concerns.
- Our PSA (Parent Support Advisor – Mrs C. Boddy) takes groups or individuals to support children who may need additional emotional and social support.
- Pupils who find lunchtimes a struggle can use our lunchtime activities, that are run by teaching assistants and sports coaches daily.
- We have our 'Crew' who are group of children to support friendship and social skills at playtimes.
- Our pupil voice (School Council) share the views of the children at Greatham and with staff, aim to continually improve our school.
- Behaviour programmes including rewards and sanctions.
- Greatham Church of England Primary School regularly accesses support from the Health Service, school nurse and CAHMS.
- Children who have a medical need have a detailed Medical Care Plan, which is compiled, by Mrs. Boddy in consultation with parents/carers. These are discussed with all staff that are involved with the child and are updated annually.
- Where necessary and in agreement with parents/carers medicines are administered in school where a signed medical form has been completed.
- Greatham Church of England Primary School works closely with Social Services and other care providers to support the welfare of pupils.
- Parents can make an appointment to discuss any matters in the first instance with their child's class teacher. If further support is needed, they can speak to the Deputy Headteacher or Headteacher/SENDCo.

## Specialist Services

### What specialist services and expertise are available at or are accessed by the school?

- Greatham Church of England Primary School has a wealth of expertise from its staff.
- Specialist services are often used when the need arises and the school feels it needs more support or advice to ensure a child makes the best progress.
- Speech and Language Therapy (SALT) input which provide children with weekly or termly therapy, assessments or reviews.
- Learning Support – Mrs J Rodgers - assesses your child's needs and gives advice to parents/carers and staff.
- Educational Psychologist (EP) - Mrs E Derby - assesses your child's needs and gives advice to parents/carers and staff.
- School Nurse
- Health Services
- Autistic Spectrum Disorder Services - including 'Small Steps'
- Visual and Hearing Impaired Service.
- CAHMS (Child & Adolescent Mental Health Service)
- Occupational Therapy. (OT)
- Physiotherapy.
- Parent Partnership Service. (PPS)
- Attendance and Welfare service.
- Social Services, including Child Protection Service.

## Staff Training

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

- Greatham Church of England Primary School has a development plan, including training needs for all staff to improve the teaching and learning of children including those with SEND. This may include whole school training on SEND issues or to support identified groups of learners in the school, such as ASD, dyslexia etc.
- Whole staff training to disseminate knowledge, strategies and experience, to ensure consistency of the school's approach for children with an SEND.
- Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs to specific children in their class e.g Speech and Language, ASD, Dyslexia, Dyscalculia, health and medical training to support staff in implementing care plans.
- Medical training in using epipens for nut allergies, diabetes, epilepsy and have up to date first aid training/paediatric first aid training.

## Activities Outside the School

### How will the young person be included in activities outside of the classroom including school trips?

- We ensure that school trips and activities are available to all our pupils.
- After school and breakfast clubs are available for all pupils.
- Risk assessments are carried out and procedures are put in place to enable your child to participate.
- If a health and safety risk assessment suggests that an intensive level of 1:1 support is required a parent or carer may also be given the opportunity to accompany their child during the activity in addition to the usual staff.
- A variety of after school clubs cater for a range of interests and abilities for all children.
- A member of the Senior Leadership Team, acting as Educational Visits Coordinator, oversees all educational visits to ensure students are safe and the needs of individual children provided for as appropriate.

## Transition

### How will the school prepare the support the young person to join a school and how will it support the transition to the next stage of education and life?

Greatham Church of England Primary School understands times of transition may be stressful; therefore many strategies are in place to enable the pupil's transition to be as smooth as possible. As well as the strategies identified below, school staff will also work closely with other schools and agencies to create tailored transition programmes to meet the needs of individual children.

#### **On entry to EYs:**

- A planned programme of home visits is used prior to a pupil starting Nursery.
- Parents/carers are invited to a meeting at the school so that they know what to expect and are encouraged to share any concerns.
- Parents are encouraged to visit the school before their child starts.
- Nursery children work in the Early Years environment throughout their time in our school's EY setting.

#### **Move to Year One:**

- During the Summer Term our Class 1 and Class 2 teachers work closely and organises regular visits for all Reception children to spend time in the Year one environment.
- At the end of the year, children can visit their new classroom and will move up for two weeks of transition.
- The class teacher is always willing to meet parents/carers prior to the child moving to their class.
- Welcome meetings are held in the Autumn term for parents.

#### **Years Two – Five**

- At the end of the year, children can visit their new classroom and will move up for two weeks of transition.
- The class teacher is always willing to meet parents/carers prior to the child moving to their class.
- Welcome meetings are held in the Autumn term for parents.

#### **Secondary Transition:**

- The Year Six teacher works carefully with any children who may be anxious about the move to Secondary School.
- The Year Six teacher meets with the Secondary Schools to pass on information regarding SEND children.
- Children attend a selection of transition days/weeks (depending on the school they are going to).
- Head Teacher or member of the Senior Leadership Team (SLT) attends transition meeting with all Secondary Schools.
- Parents can meet with class teachers to discuss any matters with their child's class teacher.

## SEND Resources

### How are the school's resources allocated and matched to the young person's special educational needs?

- The SEN budget is allocated each financial year. The money is used to provide additional support or resources dependent on the individual's needs.
- The additional provision may be allocated after discussion with the class teacher at pupil progress meetings or if they have raised a concern at another time during the year.
- Further support or resources may be allocated to your child following assessments by school staff or outside agencies.
- Funding may be used to buy in specialist support.
- Interventions and extra support are monitored closely by SLT
- Greatham Church of England Primary School has termly progress meetings where staff monitor cohort, groups and individual needs.
- Governors are kept informed of funding decisions and monitor cohorts and groups of children to ensure their needs are being met and progress is being made.

### How is the decision made about what type and how much support a child will receive?

- Each child is assessed individually according to the SEND Code of Practice: 0-25 years. (June 2014) and LA guidance, and personalised or group learning support programme(s) will be developed dependent on need.
- Additional assessments from outside services, such as Educational Psychologists, Speech and Language Therapy etc...will inform the types of support/resources needed.
- regular review meetings with the appropriate staff are carried out to discuss your child's progress and any additional needs that may require support.
- Pupil Progress meetings are carried out with the SLT to discuss your child progress and decide on any further support.
- Often, additional resources or equipment may be sourced to support your child in school. These often include, writing slopes, specialist cushions, assisted technology (iPads/Laptops/specialist software) or recommended interventions etc... These resources are often sourced or recommended from the external agencies we collaborate with.

## Complaints Procedure

If you have any concerns or complaints regarding the care or welfare of your child, an appointment can be made to speak to the Headteacher who will be able to offer advice on formal procedures for complaint or alternatively, see the complaints policy (available on the website or on request from the school office).

The governing body of Greatham Church of England Primary School will make every effort to ensure that anyone who wishes to make a complaint, including a complaint in relation to children and young people with SEND, whether they have EHC plans or not, is treated fairly, given the chance to state their case, provided with a written response (including the rationale for any decisions) and informed of their appeal rights. If the complainant remains concerned after following the local complaints procedure, he or she could ask the Department for Education's School Complaints Unit to take up the matter.

## Admissions

In the first instance, places will be awarded to those pupils with a Statement of Special Educational Needs or Education, Health and Care (ONE) Plan where the school is named as the most appropriate educational setting for the child. More information can be found on the admissions page of the school website or you can contact the school office or the admissions team on 01429 523768. If your child has a special educational need and/or disability, staff will collaborate fully with you and with other agencies and professionals, to ensure that Greatham Church of England Primary School can fully meet the needs of your child. If you would like more information or to discuss your child needs further, please do not hesitate to contact Mr. Piper (01429 870254).

## Further Information

### Who do you contact for further information?

- Firstly, you should contact your child's class teacher.
- Special Educational Needs and Disabilities Coordinator – Mr. M. Piper (01429 870254)
- Parent Support Advisor – Mrs. C. Boddy
- Headteacher – Mr. M. Piper
- Our school website also has a good source of information, guidance and links to other websites including support services for families of pupils with SEND.

Date: September 2017

Review: September 2018

Dream it! Believe it! Achieve it!

