

THE GRANGE PRIMARY SCHOOL

SPECIAL EDUCATIONAL NEEDS AND DISABILITIES POLICY

The Special Educational Needs Co-ordinator (SENCo) - Mrs J Fanthorpe

The SEN-D Support Teacher - Miss K Sutherland

The named Governor responsible for SEN-D/Inclusion - Mrs S Hansford

Inclusion Assistant - Mrs H Cherry

Introduction

At The Grange Primary School, we believe that all pupils should be equally valued. Therefore, we do all that we can to promote equality and opportunity of outcomes and help develop a learning environment where all young people can flourish and feel safe.

We believe that all pupils should have access to a broad, balanced and relevant curriculum, with teaching and learning strategies that maximise achievement and prevent failure by removing barriers to learning and providing access to a wide range of learning challenges.

We believe that every teacher is a teacher of every child, including those with Special Educational Needs and Disabilities (SEN-D) and has high expectations for all.

Aims

- We aim to raise the aspirations of and expectations for all pupils with SEN-D. We focus on outcomes for pupils and not just hours of provision/support.
- To ensure that every child has an equal opportunity to participate in all aspects of school life, irrespective of race, gender or special need.
- To provide equal access to the National Curriculum and EYFS and to plan for and provide a curriculum which is accessible to all the needs of the pupils.
- To raise staff awareness of the need to differentiate work effectively and to provide regular training, coaching and development for all staff.
- To establish good home school communication.
- To involve the pupil in the planning and target setting of his/her programme of work.
- To monitor and review individual needs regularly, and to maintain clear records of any action taken, involving the pupil in the review process.

- To review needs and provision termly for budgeting, planning and resourcing for SEN-D.

Objectives

- To identify, as early as possible, those pupils who have extra needs.
- To maintain regular contact with parents at all stages of support and work in partnership with them to meet the targets set for their child.
- To determine any resource implications and establish whether they will be provided within school or through external sources.
- To establish specific criteria and robust programmes for monitoring, evaluating and reviewing the effectiveness of the provision.
- To decide if specialist advice is required from outside agencies, make appropriate referrals through a graduated approach and use advice given to inform provision mapping for specific needs.
- To ensure that, where specialist provision is needed for a pupil with SEN-D following advice and support from outside agencies, this is managed safely and adjustments made are not detrimental to the needs of all the other pupils within that cohort and context.
- To assist the governing body in fulfilling their duties regarding provision for pupils with SEN-D.
- To ensure that any withdrawal support is temporary and determined by the class teacher and SENCo in accordance with the SEN-D Code of Practice.

Defining SEN-D

The 2014 Code of Practice says that: "A person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her. At compulsory school age this means he or she has a significantly greater difficulty in learning than the majority of others the same age, or, 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." Taken from 2014 SEN Code of Practice: 0 to 25 Years- Introduction xiii and xiv

The recognised broad areas of need are:

Communication and interaction

Cognition and Learning

Social, emotional and mental health difficulties

Sensory and/or physical needs

The purpose of identification of pupils with SEN-D is to work out what action we need to take to support the pupil, not to fit the pupils into a category. At The Grange Primary School we identify the needs of pupils by considering the needs of the whole child which will not just include the SEN-D of the pupil. We recognise that a range of factors other than SEN-D can impact on a pupil's progress and attainment including:

- Disability (the Code of Practice outlines the "reasonable adjustment" duty for all settings and schools provided under current Disability Equality legislation -these alone do not constitute SEN)
- Attendance and Punctuality
- Health and Welfare
- English as an Additional Language (EAL)
- Being in receipt of Pupil Premium Grant
- Being a Looked After Child / Child in Care (LAC / CIC)
- Being a child of Serviceman/woman

Behaviour as a need is no longer an acceptable way of describing SEN-D. Any concern relating to pupil's behaviour is now considered as an underlying response to a need and is recorded as SEMH (social, emotional and mental health).

SEN-D support will take the form of a four-part cycle through which decisions are revisited, refined and revised with a growing understanding of the pupil's needs and of what supports the pupil in making good progress and securing good outcomes.

1. Assess

2. Plan

3. Do

4. Review

This **graduated approach** will be conducted through the use of "My Personal Passport" meetings. Each term the child, their family and any outside agencies involved will meet with the class teacher and SENCo or SEN-D Support Teacher. The child will always be at the centre of these meetings and they will be held in a relaxed setting to support the securing of positive outcomes for the child.

The SEN-D Code of Practice suggests that pupils are only identified as having SEN-D if they do not make adequate progress once they have had Wave 1 and 2 interventions /adjustments and good quality personalised teaching (Pg. 88 Section 6.37 onwards).

Teachers are responsible and accountable for the progress and development of the pupils in their class, including where pupils access support from learning assistants or specialist staff. High Quality First Teaching, differentiated for individual pupils, is the first step in responding to pupils who have or may have SEN-D.

Additional intervention and support cannot compensate for a lack of good quality teaching.

The class teacher has overall responsibility in the day to day provision and:

- Will provide increased differentiation of classwork, exploring ways in which increased support might meet the individual needs of the pupil. This may include pre-teaching and/or same day intervention for pupils who need additional support to access the mainstream learning opportunities.
- Will continually monitor and review the pupil's progress. Pupils who are not making the expected progress from their various starting points will be tracked through the cohort provision mapping. Teachers will use these maps to highlight individual needs of pupils across their cohort and show the level of provision that will be given including wave 1, 2 and 3 interventions.
- If targets cannot be met with just classroom support and Quality First Teaching then a Personal Passport will be produced. Provision should ***be additional to or different from*** the differentiated curriculum plan that is in place as part of normal provision.
- Pupil's Personal Passports are the responsibility of class teachers and they will update them at the end of each assess, plan, do, review cycle or termly (whichever is first).
- At the end of each academic year teachers will pass on any SEN-D or medical information to the new class teacher, in a transition meeting, before the new academic year begins.

The Inclusion/SEN-D Record

- All teaching staff have access to a copy of the Inclusion/SEN-D Record. The importance of confidentiality cannot be overemphasized. The record is updated and analysed regularly by the SENCo, SEN-D Support Teacher and Inclusion Assistant.

- The Personal Passport should be written by the class teacher with the support of the SENCo and the child should be entered on to the school's Inclusion Record as SEN-D Support.
- Pupils receiving SEN-D Support are rigorously monitored and their support is continually assessed. Based on evidence accrued through this process the teacher and SENCo will make a joint decision on when to exit a pupil from the Inclusion/SEN-D Record.

The Role of the SENCo

The SENCo takes the lead in co-ordinating the pupil's special educational provision, consulting the class teacher, who remains responsible for working with the pupil in the classroom. It is noted that high quality Wave 1 teaching is the first step in responding to pupils who have or may have SEN-D. The SENCo will:

- Review all the available information and collect any additional information from any other appropriate outside agencies.
- Decide whether to seek further advice and/or support.
- Make arrangements for any appropriate intervention programmes to be implemented, monitor progress and set a review date.
- Oversee the Personal Passports and host the termly meeting with the class teacher, parent/carer, and if appropriate the child, to create and review the child's "Personal Passport".
- Manage the day to day operation of the SEN-D policy.
- Coordinate the provision for children with SEN-D (including developing a Whole School Provision Map).
- Liaise with and advise colleagues.
- Oversee the records of all children with SEN-D.
- Liaise with parents/carers of children with SEN-D.
- Contribute to the in-service training of all staff.
- Alongside the Headteacher, manage the school based assessment and complete any documentation required by outside agencies and the LA.
- Manage a range of resources, human and material, to enable appropriate provision for children with SEN-D.
- Liaise with new settings and schools to ensure effective transition of pupils.

- Liaise with the Head of Pastoral Care and Inclusion, Pastoral Mentor, SEN-D Support Teacher, Inclusion Assistant, Pastoral Assistants and Learning Assistants who deliver and monitor the intervention programmes.

Application for Education, Health and Care Plans

In some cases the conclusion may be reached that the pupil's needs remain substantial and cannot be effectively met within the resources normally available to school. The school may therefore draw the pupil to the attention of the Local Authority (LA) with a view to a formal assessment.

The school will be required to state clearly the reason for the referral and submit the following information:

- Recorded views of parents/carers and where possible the pupil, on the earlier stages of assessment, action and support to date.
- Any relevant medical information.
- Where appropriate, evidence relating to Children and Young People's Services.
- "My Personal Passport" documents with evidence of the graduated approach cycle '**Assess, Plan, Do and Review**'.
- Evidence of involvement of outside agencies.

Transition Arrangements

- When children with SEN-D transfer to Secondary School the class teacher and SENCo will liaise with the staff of the prospective secondary schools and hand over all SEN-D documentation prior to the new term beginning.
- The secondary school staff are invited to final EHCP transfers/EHCP review meetings of the Year 6 pupils.
- Where children with SEN-D transfer to another primary school SEN-D records will be forwarded within 15 days of the child ceasing to be registered at TGPS school.
- If a child transfers to The Grange Primary School during the academic year we will endeavour to obtain the child's records from their previous school, as soon as possible.
- Early years records will be requested from pre-school settings, Portage and CDC.

The Role of the Governors

The governing body of The Grange Primary School is: "expected to use their best endeavours to meet the needs of the children with SEN." (Section 29 Children and Family Act 2014).

The governing body must:

- do its best to ensure that the necessary provision is made for any pupil who has special educational needs.
- ensure that, where the 'responsible person' - the Headteacher or the appropriate governor - has been informed by the LA that a pupil has special educational needs, those needs are made known to all who are likely to teach them.
- ensure that the teachers are aware of the importance of identifying, and providing for, those pupils who have special educational needs.
- use their best endeavours to make sure that a child with SEN-D gets the support they need - this means doing everything they can to meet pupils SEN-D.
- ensure that pupils with SEN-D engage in the activities alongside pupils who do not have SEN-D.
- designate a teacher to be responsible for co-ordinating SEN-D provision.
- publish a SEN-D information report containing information on the education of pupils with SEN-D.
- attend meetings with the SENCo.

Supporting Pupils with Medical Conditions

The Grange Primary School recognises that pupils at school with medical conditions should be properly supported so that they have full access to education, including school trips and physical education. Some children with medical conditions may be disabled and where this is the case the school will comply with its duties under the Equality Act 2010.

Some pupils may also have SEN-D and may have an Education, Health and Care Plan (EHCP) which brings together health and social care needs, as well as their special educational provision and the SEN-D Code of Practice (2014) is followed.

The Grange Primary School puts in place the necessary adjustments to meet the needs of pupils with medical conditions. This includes:

- Facilities to store and give prescribed medicines.

- Provision of a space for therapeutic treatments.
- Adjustments to the building and provision of specialist equipment for pupils with physical conditions.
- Individual risk assessments for short term medical needs.

Storing and Managing Information

All documents relating to pupils SEN and Disability are stored securely and information contained in them is regarded as confidential. These are stored in a locked cupboard or filing room.

Policy Success Criteria

At The Grange Primary School we aim to provide a variety of approaches in order to maximise the achievement of all pupils with SEN-D. This should enable them to have a broad and balanced curriculum. Teachers' planning and approaches should be flexible in order to recognise the needs of all these children to ensure that work is well matched and differentiated to the specific needs of individuals. The SENCo and Inclusion Team will monitor planning and teaching at regular intervals (following initial settling in period, from 6 weeks to no more than a term) to ensure that the needs of pupils with SEN-D are being met. Book monitoring and learning walks also take place on a regular basis.

Monitoring the effectiveness of intervention strategies is an integral part of the review process. Time is allocated to monitor the delivery of interventions to ensure they remain focused on the needs/outcomes of the child.

Children with special educational needs are set 'small step' targets against which progress can be measured. We would expect children to be making steady progress against these targets. An additional resource used by teachers to support the small steps approach are the 'St Luke's stages' which break down learning outcomes further and assessments for these stages are supported by the St Luke's Outreach service.

Teacher assessments and intervention results are used to measure the progress individual children and groups of children with SEN-D make. The SENCO and SEN-D Support Teacher track the progress of pupils with SEN-D in Maths and English termly as well as annually and produce a report. This aims to identify the strengths in practice as well as the areas that continue to require development.

On an annual basis, the DFE produces statistical information relating to the performance of children with SEN-D nationally. This data has been used to compare the performance of our children in comparison to those nationally. Progress for

children with special educational needs may also be measured using the pre-key stage standards for key stages 1 and 2.

Evaluation and monitoring arrangements promote an active process of continual review and improvement of provision for all our pupils.

Other Related Policies

Children and Families Act

Safeguarding Policy

Anti-Bullying Policy

Disability and Equality Policy

Inclusion Policy

Behaviour and Discipline Policy

Medical Conditions Policy

Accessibility Plan

This policy complies with the statutory requirement laid out in the SEN-D Code of Practice 0 - 25 (July 2014) 3.65 and has been written with reference to the following guidance and documents:

- Children and Families Act (April) 2014
- Equality Act 2010: advice for schools DfE (Feb 2013)
- SEN-D Code of Practice 0 - 25 (July 2014)
- School's SEN-D Information Report Regulations (2014)
- Statutory Guidance on supporting pupils at school with medical conditions (April 2014)
- Teachers Standards (2012)

Review and Monitoring

The SEN-D Policy is annually reviewed, updated and monitored.

Approved by the Governing body in the full Governors meeting: 4th November 2021

Agreed by the Staff: November 2021

Review: Autumn 2022 by the Governing body in the full Governors meeting