

# Barham Church of England Primary School



## SEN & Disability Policy/SEN Information Report

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

Children and Families Act 2014

SEN Code of Practice 2014

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 school policies, including Behaviour/Discipline Policy, Equalities Policy, Safeguarding Policy and Complaints Policy.

As a Church of England School, we seek to uphold the school's Christian values in all our activities. Therefore, the school's policy and practice for pupils with SEN will always be underpinned by the importance the school places on thanksgiving, compassion, humility, service and endurance, as modelled and taught by Jesus in the Bible.

This policy was developed with the Head Teacher, SENCO, link governors, parent governors and parents of children with special educational needs and will be reviewed annually.

### **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 (2014, p 4)*

### **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, p16)*

### 1 The kinds of special educational need for which provision is made at the school

At Barham C of E Primary School we are able to make provision for every kind of frequently occurring special educational need without an Education, Health and Care Plan, for instance physical disabilities, dyslexia, dyspraxia, speech and language needs, autism, learning difficulties, social, emotional and mental health difficulties and behaviour 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 can 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: communication and interaction difficulties, speech and language difficulties, cognition and learning difficulties, social, emotional and mental health difficulties and physical disabilities. Decisions on the admission of pupils with an Education, Health and Care plan are made by 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 Barham C of E Primary School we monitor the progress of all pupils six times a year through our normal monitoring procedures to review their academic progress. We also use a range of assessments with all the pupils at various points e.g. Y1 phonics screening, Speechlink, Language Link, spelling age, reading age, mathematics and comprehension ability (NEAL, Hodder, PUMA and PIRA).

Where progress is inadequate, even if a special educational need has not been identified, we put in place extra support to enable the pupil to catch up. Examples of extra support are phonics group work, English and Maths booster groups, Fizzy, Clever Hands, Sensory Circuits, Clicker, Accelerated Accelewrite, touch typing, 1:1 and small group reading and maths intervention.

Some pupils may continue to make inadequate progress, despite high-quality teaching targeted at their areas of difficulty. 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 Barham C of E Primary School we are experienced in using the following assessment tools: WRIT, Dyslexia screener, Speechlink, Language Link, Boxall Profile, dyscalculia screener and

visual stress screeners and we have access to external advisors, such as speech and language therapists, occupational therapists, specialist teachers and educational psychologists.

The purpose of this more detailed assessment is to understand what additional resources and different approaches are required to enable the pupil to make better progress. These will be shared with parents, put into a SEN support plan or personalised 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 for the pupil which is additional and different to what is normally available. Where we feel the need is appropriate we will have access to a range of external advisors.

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.

The SENCO and class teachers 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.

### 3 Information about the school's policies for making provision for pupils with special educational needs whether or not they have EHC Plans, including

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

Each review (held at least 3 times during the school year) of the SEN support plan or personalised 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.

The *SEN Code of Practice (2014, 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. In addition, at Barham CE Primary School we offer further interim review meetings on at least two other occasions during the school year. An evaluation of annual

reviews is shared with the governing body as part of their monitoring of the effectiveness of SEN provision.

### 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 six times per year. In addition to this, pupils with special educational needs may have more frequent assessments of reading age, Maths progress spelling age etc. The assessments we use at Barham C of E Primary School are referred to 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 plan 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 (2014, 6.37)*.

We follow the Mainstream Core Standards advice developed by Kent County Council [https://www.kelsi.org.uk/data/assets/pdf\\_file/0004/117256/Special-educational-needs-mainstream-core-standards.pdf](https://www.kelsi.org.uk/data/assets/pdf_file/0004/117256/Special-educational-needs-mainstream-core-standards.pdf) to ensure that our teaching conforms to best practice.

In meeting the Mainstream Core Standards the school employs some additional teaching approaches, as advised by internal and external assessments e.g. one to one tutoring, precision teaching, small group teaching and use of ICT software learning packages. These are delivered by additional staff employed through the funding provided to the school as 'notional SEN funding'.

### 3d how the school adapts the curriculum and learning environment for pupils with special educational needs

At Barham C of E 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 Education, Health and Care Plans.

As part of our requirement to keep the appropriateness of our curriculum and learning environment under review the Governors review the accessibility plan. In recent years staff have received training in autism and for medical needs and visual prompts are provided around the school. Spaces are available for individual and small group work including a sensory space, a studio and quiet rooms.

*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 or better 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 and a full list of the interventions we can offer is on our whole school provision map. 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 (the school applies for High Needs Funding where the cost is in excess of £6000).

*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 Barham C of E Primary School are available to pupils with special educational needs either with or without an 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, or an adapted activity.

*3g support that is available for improving the emotional and social development of pupils with special educational needs*

At Barham C of E 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 collective worship, circle time and Jigsaw lessons and indirectly with every conversation adults have with pupils throughout the day.

For some pupils with the most need for help in this area we also can provide the following e.g. referral to a counsellor or play therapist, one to one time spent with staff, wellbeing groups, external referral to CAMHS, time-out space for pupil to use when upset or agitated, alternative activities for playtime, use of our sensory space etc.

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 will usually require additional and different resources, beyond that required by pupils who do not need this support.

#### 4 The name and contact details of the SEN Co-ordinator

The SENCO at Barham C of E Primary School is Michelle Anderson, who is a qualified teacher, has completed the National Award for SEN Co-ordination and is an Inclusion Leader of Education.

Michelle Anderson is available on 01227 831312 or michelle.anderson@barham.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

All teachers and teaching assistants understand how to identify those with additional needs and the support required to meet their needs. Regular training is provided through teacher and teaching assistant meetings, coaching and modelling with the SENCO, by staff undertaking reading and attending professional development events and courses and through working with specialists such as speech and language therapists and specialist teachers. Some staff have attended specialist training such as Selective Mutism, Language Through Colour, ADHD awareness, Speech and Language, Makaton, manual handling training, Dyslexia and Dyscalculia Awareness, Fizzy, Clever Hands, ASD awareness, trauma awareness and Autism Champions.

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 Psychologists, Speech and language therapists, occupational therapists, physiotherapists, School Health, SENCO cluster group, LIFT and dyslexia specialists etc. The cost of training is covered by the notional SEN funding.

#### 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 seek it by loan. For highly specialist communication equipment the school will seek the advice of the KCC Communication and Assistive Technology team.

#### 7 The arrangements for consulting parents of children with special educational needs about, and involving them in, their education

All parents of pupils with special educational needs at Barham C of E Primary School are invited to discuss the progress of their children with the SENCO on at least three occasions a year and receive a written report once a year from their class teacher. In addition we often

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 (discussed in pupil progress meetings) indicates that this is necessary; this will not imply that the pupil has a special educational need. All such provision will be recorded, tracked and evaluated on a Provision Plan, details from which will be shared with parents three times per year.

If following this normal 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 may be identified by the school as having special educational needs because special educational provision is being made and the parent 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, parents of pupils with an 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 The arrangements for consulting young people with special educational needs about, and involving them in, their education*

When a pupil has been identified as having 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 The 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 Barham C of E Primary School are used for complaints about provision made for special educational needs. We encourage parents to discuss their concerns with the class teacher, SENCO or Co-Headteacher to resolve the issue before making a written complaint in line with our complaints policy.

If the complaint is not resolved through the complaints policy, 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 Education Health Care 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 school 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 school has engaged with the following bodies:-

- Free membership of LIFT for access to specialist teaching and learning service
- Access to local authority's service level agreement with Speech and Language Therapy Services / Occupational Therapy Services / Physiotherapy Services / School Health for pupils with requirement for direct therapy or advice
- Ability to make ad hoc requests for advice from Communication and Assistive Technology Team, etc
- Ability to make requests for paid advice and assessment from an educational psychologist
- Membership of professional networks for SENCO eg SENCO forum
- Support and tuition provided by Kent Health Needs Education Service for pupils with medical needs who cannot be educated in school

11 The contact details of support services for the parents of pupils with special educational needs and disabilities and children and young people with SEND up to age 25 (Code of Practice 6.39)

Information Advice and Support Kent (IASK) provides a 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

**E-mail:** [iask@kent.gov.uk](mailto:iask@kent.gov.uk)

[www.kent.gov.uk/iask](http://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 Barham C of E Primary School we work closely with the educational settings used by the pupils before they transfer to us in order to seek the information that will make the transfer as seamless as possible. The class teacher and/or SENCO talk to the SENCO at the nursery setting or previous school to discuss the needs of vulnerable pupils, and meet with parents and carers prior to entry to support a smooth transition.

We also contribute information to a pupil's onward destination by providing information to the next setting. All records are passed on, transition meetings are arranged via the SENCO cluster and secondary schools, and additional induction days may be organised for pupils with SEN and disabilities. We work closely with special schools when a child is moving on to a specialist provision in order to support a smooth transition, including organising transition meetings and induction sessions which school staff attend.

13 Information on where the local authority's local offer is published.

The local authority's local offer is published on [www.kent.gov.uk/education-and-children/special-educational-needs](http://www.kent.gov.uk/education-and-children/special-educational-needs) and parents without internet access should make an appointment with the SENCO for support to gain the information they require.

Approved by the GB on .....

Next review on .....