



**CATALYST**  
ACADEMIES TRUST



# Somers Heath Primary School

## SEND Policy

**Approved by:**

Local Governing Body

September 2024

**Next Review:**

September 2025

SENCo:  
Contact Details:

Mrs Paula Osborne  
01708 853397

## Introduction

This document is a statement of the aims, principles and strategies for identifying and supporting pupils with Special Educational Needs at Somers Heath Primary School. It takes into account the principles and procedures outlined in the DfE 'Special Educational Needs, Code of Practice' 2014 - the most recent government guidance on the identification and assessment of special educational needs.

### **Definition (SEN Code of Practice 2014)**

Children have special educational needs if they have a learning difficulty or disability which calls for special educational provision to be made for them.

Children have a learning difficulty 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 educational facilities of a kind generally provided for children of the same age in mainstream schools.

A child under compulsory school age has special educational needs if they fall within the definition of a) or b) above, or would do so if special educational provision was not made for them. Where a child or young person has a disability or health condition which requires special educational provision to be made, they will be covered by the special educational needs definition.

## Aims

- To provide an environment in which every child is able to have full access to a broad, balanced and relevant education, including an appropriate curriculum based on the Early Years Foundation Stage Curriculum and the National Curriculum.
- To fully develop every child's potential.
- To identify at an early stage children who may have Special Educational Needs.
- To monitor the progress and to structure the learning to meet the needs of every child with Special Educational Needs.
- To take into account the views of the child and to recognise the role which parents have to play in supporting their child's education.

## Responsibility

Provision for children with special educational needs is a matter for the school as a whole. In addition to the governing body, the school's head teacher, the SENCo, class teachers and all the other members of staff have important day-to-day responsibilities.

(DfE Special Educational Needs Code of Practice 2014)

- It is the responsibility of all teachers to identify and deliver provision to meet the child's needs
- It is the SENCo's responsibility to support, liaise and advise teachers and other members of the staff in identifying and meeting the needs of children with special educational needs.

## Responsibilities of the SENCo

The SENCo:

- Ensures that the register of children with Special Education Needs and all records are in place and regularly updated.
- Oversees the day-to day operations of the school's SEN policy.

- Co-ordinates provision for children with Special Educational Needs.
- Advises and liaises with teaching staff in the identification, provision, assessment and monitoring of the progress of children with special needs.
- Line Manages Learning Support Assistants.
- Contributes to staff training.
- Liaises with parents of children with Special Educational Needs and organises regular review meetings.
- Organises the distribution of relevant information to parents and others as appropriate
- Liaises with external agencies as required.

### Facilities for Access

The school has wheelchair access into all except 4 upstairs classrooms, all playgrounds and both halls. The site also has toilet facilities for the disabled access. If a child with mobility issues is moving into a year group that is based upstairs, the classrooms will be swapped so an accessible classroom is used.

### Admission Arrangements

Admission arrangements are the same for all children. No child is refused admission on the grounds of Special Educational Needs.

### Identification, assessment and provision

Somers Heath Primary School recognises that early identification and assessment of SEN is vital. This is informed by systems in place across the school:

- Awareness of concerns raised by parents or pre-school providers before children start school.
- Assessments in Early Years, which give a baseline and show children's progress.
- Half termly assessments to measure all pupils' progress.
- End of Key Stage assessments and yearly tests that measure children's progress against expectations for their age.
- Ongoing teacher assessment of all areas related to learning.
- Observations by teacher, SENCo or LSAs, or from outside agencies.
- Specific assessments related to an area of particular concern.

### Early Monitoring

If there are some concerns about academic ability or progress, or behaviour, from staff or parents, these concerns are noted. Progress is then monitored and needs addressed. If a child continues to make inadequate progress, then interventions which are additional to, or different from, those usually provided within the school curriculum may be necessary. A child with such needs is added to the SEN register.

Triggers for intervention as identified in the Code of Practice, can include:

- A pupil making little or no progress even when teaching approaches are targeted particularly in a child's identified area of weakness.
- A pupil showing signs of difficulty in developing English or maths skills which result in poor attainment in some curriculum areas.
- A pupil presenting persistent emotional or behavioural difficulties which are not ameliorated by the behaviour management techniques usually employed by the school.
- A pupil having sensory or physical problems, and continuing to make little or no progress despite provision of specialist equipment.
- A pupil having communication and/or interaction difficulties, and continuing to make little or no progress despite the provision of a differentiated curriculum.

An Individual Learning Plan is written for the child, by the class teacher with support from the SENCo. This plan outlines additional provision with targeted outcomes. Teaching strategies, specialist material, and resources including staffing are specified to ensure that provision is targeted to each child's needs.

A meeting is held with parents to discuss the child's difficulties, their views and concerns, and to inform them of the action to be taken. The child's views on his/her learning are also taken into account.

A child's progress with SEN is carefully monitored, with half termly reviews by school staff and at least termly meetings between teacher and parents to discuss progress and review the Individual Learning Plan. There will be regular liaison between teacher, LSAs and SENCo to consider assessments and the effect of interventions on the child's progress. If a child continues to make inadequate progress with focussed support, then it may be appropriate to seek advice from other agencies or specialists.

### Education Health Care (EHC) Plans

If, after action has been taken for a child with SEN to meet their learning difficulties, these difficulties appear to need more resources than those normally available within school, an EHC plan may be requested. This request is co-ordinated by the SENCo, in line with guidance in the Code of Practice.

The information in the EHC plan, including appropriate provision, is then used to inform future planning and Individual SEN Provisions. The EHC plans will be reviewed annually.

### Provision for Special Educational Needs in School

- Funding for EHC plans comes from both school and Local Authority funding, depending on the amount of funding a child receives
- Support for children with SEN is funded within the School Budget.
- The SEN allocation is reported to the Governing Body annually.

- The SENCo is allocated an amount of money yearly to spend on resources
- The school provides funding for additional LSAs to support children with SEN.
- The SENCo timetables LSA class support, as well as specific LSA support for children with a EHC plan. This may be used within the classroom, within a group or 1:1, depending on the individual child's support needs.
- Half termly assessments in English and maths are monitored for children's progress and achievement against national expectations.
- The needs of those children falling below national expectations, including those on the SEN register, are considered by the class teacher, SENCo and Headteacher, along with the Senior Leadership Team, and appropriate short term interventions are put in place, in addition to any specific support or strategies already in place for children on the SEN register.
- The school system of Provision Management, co-ordinated by the SENCo, is used to track these interventions and their effectiveness is monitored.
- The SENCo runs specific interventions and also works with individual children in academic, emotional and behavioural areas.

## Monitoring

Governors monitor through:

- Termly updates to the Governing Body by the Headteacher.
- Annual invitations to the SENCo to present a report to the PCR, with opportunities for questions and discussion.
- Governor's monitoring visits, particularly by the named Governor.

The SENCo monitors through:

- Termly review of the SEN register
- Attendance at review meetings for children with Special Educational Needs and with a EHC plan.
- Checking the effectiveness of resources allocated to children with SEN or with a EHC plan.
- Tracking pupil progress through assessment data.
- Tracking achievement of pupils against national standards of achievement.
- Tracking pupil progress in attaining SEN provision targets.

## Staff Development relating to SEN

The school is aware of the importance of having well-trained staff to meet the needs of all children.

The SENCo leads meetings to update and inform staff of new procedures, interventions and programmes available within school. The SENCo meets regularly with all support staff to discuss issues, concerns and new procedures. All new Learning Support Staff will receive induction. Additional specialist training is given as appropriate to meet the needs of children. Individual training needs may also be identified and met through the Performance Management cycle.

### Arrangements for considering the Complaints Procedure

Any parent who is dissatisfied with the Special Educational Needs provision their child is receiving has the right to make a complaint.

Initial concerns should be expressed to the class teacher, or SENCo. If a parent is not satisfied with the outcome of this, a formal complaint should be made following the schools Complaints Policy.

### Transition Arrangements

Early Years staff and the SENCo liaise with the Pre School providers and parents of children due to start Somers Heath Primary School, to ensure that children with identified Special Educational Needs have support arrangements in place before they do so, and that there is an awareness of any parental concerns.

Liaison with secondary schools includes specific opportunities for the SENCo to discuss individual pupils, passing on relevant information and organising school visits or meetings with parents as necessary, to ensure smooth transition for children on the Special Educational Needs register.

Where children are leaving before Year 6, the SENCo ensures that all relevant information is passed on. Where children transfer from other schools, the SENCo liaises with those schools as necessary to ensure that children's needs are known and appropriate support is put in place.

### Evaluating the success of our SEN Provision

Education provided for pupils with SEN is effective when:

- Children with SEN are identified at an early stage and are placed appropriately on the SEN register.
- Individual needs are carefully assessed.
- Individual SEN Provisions are agreed and implemented and progress towards targets is used to inform future learning.
- SEN provisions are reviewed regularly and parent and pupil opinions are sought and documented.
- Support and advice from outside agencies are used effectively.
- Resources, including LSA support, are used effectively.
- Pupils on the SEN Register achieve as well or better than similar pupils nationally.

### Other associated policies:

- Accessibility Plan
- Anti-Bullying Policy
- Behaviour Policy
- Child Protection Policy
- Complaints Policy
- Equalities Objectives
- Equalities Review
- PSHE Policy
- SEN Information Report