



# **Overdale Community Primary school**

**Policy for special educational needs and disabilities (SEND)**

**Agreed by governors: January 2017**

**Review date: January 2018**

**This policy is in line with the final draft Code of Practice which will be ratified by parliament for use from September 2014**

## **Abbreviations used**

|               |  |
|---------------|--|
| <b>ASCOSS</b> | <b>Autism Outreach Support Service</b>               |
| <b>CoP</b>    | <b>Code of Practice</b>                              |
| <b>EP</b>     | <b>Educational Psychologist</b>                      |
| <b>EMS</b>    | <b>Enhanced Mainstream School</b>                    |
| <b>ESWS</b>   | <b>Educational Social Work Service</b>               |
| <b>SEND</b>   | <b>Special Educational Needs and/or Disabilities</b> |
| <b>SENCo</b>  | <b>Special Educational Needs Coordinator</b>         |
| <b>LSA</b>    | <b>Learning Support Assistant</b>                    |

## Aims and values statement

**Overdale School promotes a positive attitude to lifelong learning. We value progress in all areas of learning and support our children to achieve their personal best.**

### Our aims

- **To promote high standards of academic achievement for all learners**
- **To develop and instil key life skills and values in our pupils**
- **To encourage positive relationships and communications between home, our community and the wider world**

‘All children and young people are entitled to an education that enables them to make progress so that they achieve their best, become confident individuals living fulfilling lives, and make a successful transition into adulthood, whether into employment, further or higher education or training (6.1 final draft CoP 2014)

## **Objectives of the policy**

### **The Governing Board**

- Will have regard to the SEND Code of Practice and will oversee the implementation of the reform and provide strategic support to the head teacher
- Will publish information on the school's websites about the implementation of the governing body's policy for pupils with SEN.
- Will ensure that there is a qualified teacher designated as SENCO.
- Will cooperate with the local authority including in developing the local offer and when the school is being named in an EHC plan.
- Will ensure that arrangements are in place in school to support pupils at school with medical conditions.
- Will also publish information about the arrangements for the admission of disabled children, the steps taken to prevent disabled children being treated less favourably than others, the facilities provided to assist access of disabled children, and their accessibility plans.

### **Philosophy**

#### **Overdale school community believes that :**

- All pupils are equally valued and the school has high aspirations for all
- All pupils are the shared responsibility of all staff
- All pupils are entitled to a broad and balanced curriculum which is personalised and focused on outcomes.
- Teaching and learning will be adapted to suit the needs of learners and recognise different routes to achievement
- Early and accurate identification is essential
- There will be a flexible continuum of provision for pupils with SEND
- SEND and high needs funding will be used efficiently to ensure good progress of pupils with additional needs
- Staff will be given appropriate training to allow them to meet a wide range of needs
- Parents will be fully involved as partners in their child's education
- Pupils will be encouraged to give their views on what learning is like for them
- Governors should have access to information which will allow them to monitor and evaluate the effectiveness of the SEND policy

## **Principles**

A child is defined as having Special Educational Needs (SEN) if they have a learning difficulty which calls for special educational provision to be made or if he or she finds it much harder to learn than children of the same age.

A learning difficulty means that the child either:

- a) has significantly greater difficulty in learning than the majority of children of the same age
- b) has a disability, which either prevents or hinders the child from making use of the educational facilities which are provided for children of the same age in a mainstream school

Special educational provision means educational provision, which is additional to, or different from, the provision made generally for children of the same age in a mainstream school.

(xiii, xiv CoP 2014)

Evidence suggests that approximately 75% of disabled children also have a special educational need and these pupils are also protected by the Equalities Act 2010.

Overdale School will use its best endeavours to secure the special educational provision called for by the child's or young person's needs.

## **Procedures**

**The Headteacher has the overall responsibility for the provision and progress of learners with SEND.**

**Responsibility for the coordination of Inclusion and SEN provision is as follows:**

**SENCo : Miss C Hegarty (BA Hons Primary School Teaching)**

**Governor with responsibility for SEND: Mrs Kate Tate**

### **The role of the SENCO:**

6.84 The Governing bodies at Overdale CP School has ensured that there SENCO is a qualified teacher, as required, by the code of practice.

6.87 The SENCO has an important role to play with the head teacher and governing body, in determining the strategic development of SEN policy and provision in the school. To be most effective in her role Miss C Hegarty is part of the school leadership team.

6.88 The SENCO has day-to-day responsibility for the operation of SEN policy and co-ordination of specific provision made to support individual pupils with SEN, including those who have EHC plans.

6.89 The SENCO provides professional guidance to colleagues and works closely with staff, parents and other agencies. The SENCO is aware of the provision in the Local Offer and is able to work with professionals providing a support role to families to ensure that pupils with SEN receive appropriate support and high quality teaching.

6.90 The key responsibilities of the SENCO may include:

- overseeing the day-to-day operation of the school's SEN policy
- co-ordinating provision for children with SEN
- liaising with the relevant Designated Teacher where a looked after pupil has SEN
- advising on the graduated approach to providing SEN support
- advising on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- liaising with parents of pupils with SEN
- liaising with early years providers, other schools, educational psychologists, health and social care professionals, and independent or voluntary bodies
- being a key point of contact with external agencies, especially the local authority and its support services
- liaising with potential next providers of education to ensure a pupil and their parents are informed about options and a smooth transition is planned
- working with the head teacher and school governors to ensure that the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements
- ensuring that the school keeps the records of all pupils with SEN up to date

Code of Practice July 2014

### **Whole school approaches:**

#### **'All teachers are teachers of children with SEND' (CoP 2014 5:2)**

- All staff contribute to the completion of whole school provision maps and ensure that strategies are implemented to ensure quality first teaching for all
- Regular communication takes place between class teachers, LSAs, SENCo, parents and pupils to ensure good progress
- All staff have appropriate access to up to date information about pupils with additional needs
- The SENCo offers advice on differentiation to all staff. Sometimes outside agencies will be consulted for advice and support

- Pupils are supported alongside their peers whenever possible
- All pupils are encouraged to join in extra-curricular activities
- All pupils have individualised targets
- Provision maps are on display so that staff, pupils and parents know what reasonable adjustments are available
- The training budget for staff is transparent
- Provision for pupils with SEND is reflected throughout school self-evaluation
- The complaints procedure is transparent and easily available to parents
- Good access arrangements are made so that all pupils can demonstrate their full potential in tests and exams
- School uses the local authority's local offer to inform the school's SEND information report. This is published on the school website as part of the governors' SEN information report.

### **Individualised approaches:**

- Additional interventions for reading, writing and maths will be implemented as necessary and these interventions will be monitored and evaluated both before and after the intervention is completed
- Additional help will be sought appropriately from outside agencies e.g. EPs, EMS, ESWS, ASCOSS .
- Some pupils will have individualised provision maps, behaviour plans, risk assessments or health care plans. Some pupils may have an Educational Health Care Plan which will be coordinated by the local authority.
- Reviews will be held regularly, at least termly, with families, considering acceptable meeting times. The parents and pupil will be respectfully listened to and their views will inform personalised learning pathways.
- LSAs will be trained so that they can encourage and support pupils, regardless of communication needs, to make their views known.
- Transition arrangements will be personalised to support additional need
- The SENCo is appropriately qualified and has the skills required to meet statutory duties.
- Designated finances will be used appropriately to meet needs without reducing independence.
- Staff training reflects the needs of the current school community
- Parents will be given clear routes to access support, and be encouraged to bring a supporter to meetings if desired
- The school follows the latest statutory guidance( CoP 2014)

## **Monitoring and evaluating performance**

Monitoring and evaluating the progress of pupils with SEN is an integral part of our whole school system to monitor and evaluate achievement, teaching, behaviour and leadership and management. However, to ensure good life outcomes for this vulnerable group, additional, focused monitoring takes place.

This includes:

- Monitoring and evaluating of interventions.
- Analysis of data examining the progress of different vulnerable groups.
- Termly Pupil progress meetings
- Learning walks and pupil interviews to evaluate the effectiveness of the strategies listed on provision maps
- Completion of statutory functions by the SENCo related to referral for statement/ education health care plans, termly meetings and annual reviews.
- Work scrutiny with selected pupil groups
- Focused monitoring by the SENCo, LA adviser, SEN governor and the School Improvement committee of the Governing board
- Detailed discussions with families and pupils
- Providing additional support as needed at transition points for identified children
- Attendance and exclusions analysis
- Feedback from support agencies and Ofsted
- Local authority analysis of information and data about the school

### **The governing body evaluate the work of the school by:**

- Appointing an SEN governor who is a champion for pupils with SEND
- Monitoring data with respect to vulnerable groups
- Challenging the leadership through informed questioning
- Undertaking learning walks in school with a focus on SEND
- Meeting with parents and pupils
- Ensuring there is appropriate continuing professional development taking place for all staff with regard to SEND
- Holding the school to account for its use of SEN funding

Formulated: November 2017

Approved by governors: January 2017

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\*The SEN information report

6.79 The governing bodies of maintained schools and maintained nursery schools and the proprietors of academy schools **must** publish information on their websites about the implementation of the governing body's or the proprietor's policy for pupils with SEN. The information published should be updated annually and any changes to the information occurring during the year should be updated as soon as possible. The information required is set out in the Special Educational Needs and Disability Regulations 2014 and **must** include information about: the kinds of SEN that are provided for, policies for identifying children and young people with SEN and assessing their needs, including the name and contact details of the SENCO (mainstream schools), arrangements for consulting parents of children with SEN and involving them in their child's education, arrangements for consulting young people with SEN and involving them in their education, arrangements for assessing and reviewing children and young people's progress towards outcomes. This should include the opportunities available to work with parents and young people as part of this assessment and review, arrangements for supporting children and young people in moving between phases of education and in preparing for adulthood. As young people prepare for adulthood outcomes should reflect their ambitions, which could include higher education, employment, independent living and participation in society, the approach to teaching children and young people with SEN, how adaptations are made to the curriculum and the learning environment of children and young people with SEN, the expertise and training of staff to support children and young people with SEN, including how specialist expertise will be secured, evaluating the effectiveness of the provision made for children and young people with SEN, how children and young people with SEN are enabled to engage in activities available with children and young people in the school who do not have SEN, support for improving emotional and social development. This should include extra pastoral support arrangements for listening to the views of children and young people with SEN and measures to prevent bullying, how the school involves other bodies, including health and social care bodies, local authority support services and voluntary sector organisations, in meeting children and young people's SEN and supporting their families, arrangements for handling complaints from parents of children with SEN about the provision made at the school. (CoP 2014)