



SEND (Special Educational Needs and Disability) Information Report September 2017



This document provides answers to a variety of questions parents might have regarding what support the school can provide for their child.

If you have a question that is not answered, or require further information, please contact our Special Needs and Disabilities Leader (SENDco). This person in school is **Mrs Theresa Gee**. She can be contacted on 01454 866670 or via the school email office@courtneyps.org.uk

You can also contact the Headteacher **Mrs Deborah Wood** using the details above.

There is also a SEND governor who supports the SENDco and staff to meet your child's needs. This is **Christine Silverthorne**

Overview of the School

- Courtney Primary School is a slightly smaller than average primary school, currently with 7 single aged classes.
- There are 12% pupils identified as School Support.
- There are 3% pupils identified with an Education and Health Care Plan.
- We have 15.3% of the school population on the SEN register. This is slightly above the national picture at 14.4%. The proportion of SEN pupils in the school, particularly those with an Education and Health Care Plan, has increased over the last three years.
- We are housed in a modern building (built 2010) which is one level. All areas, including the outside areas, are accessible to children with gross motor and physical difficulties.
- We have a Family Link Leader who can offer counselling for pupils, liaison between parents and school and signposting to other agencies.

Special Educational Needs and Disability- A definition.

Within classes children often need some extra support and/ or challenge to consolidate their learning and to enable them to access the curriculum at an appropriate level. Teachers use their professional judgements to effectively plan and provide for each individual child. This could be:

- Providing slightly different tasks for child
- Adapting teaching and learning styles to meet the needs of the children
- Providing special resources for them to access the tasks

What are Special Educational Needs and Disabilities?

The definition from the SEN Code of Practice (April 2014) is the following:

A child Has a learning difficulty or disability if he or she:

- *Has significantly greater difficulty in learning than the majority of others of the same age, or*
- *Has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in schools*

Children's needs may be categorised into four broad areas, these include;

- 1. Communication and Interaction**
- 2. Cognition and Learning**
- 3. Social, Emotional and Mental Health**
- 4. Sensory and/or Physical**

1) How does the school know if my child needs extra help?

Teachers and parents may notice that:

- The child is anxious, reluctant to come into school
- There may be changes in the child's behaviour
- The child may find it difficult to concentrate and engage with tasks
- The child's academic progress may be slower than their peers
- The child's attainment may be below expectation of their age group
- The child may have a known condition that hinders their learning
- The child may have a known medical or physical disability
- The child may be demonstrating key behaviours that indicate a problem
- The may have missed early milestones in their development

The SENDco, teachers and teaching assistants meet other adults with and share information about children starting school in reception.

The SENDco and teachers will talk to previous settings to find out about your child.

Parents and carers know their child best and we will talk and listen to any worries that you may have.

Sometimes additional information is passed on to school by other agencies, such as doctors, where that information could help the child at school.

We will approach the parents if concerned and it may be that we place your child on the school's SEN register. This is a recognition that your child needs more support in one or more of the four areas of special needs.

2) What should I do if I am worried?

Speak to your child's class teacher who will listen to your concerns and give advice.

3) How will school staff support my child?

Staff will work closely with you and your child to put into place a personalised plan to help your child at school.

4) How is this plan communicated effectively throughout the school?

This is achieved by:

- The plan is shared with all the adults working with your child.
- You will be invited to meet with the adults working with your child to review their progress and update the plan three times a year.

5) How will the curriculum be matched to my child's needs?

All teachers are teachers of special educational needs and therefore will deliver quality teaching to ensure that your child makes progress. This includes differentiation, where tasks are matched to the abilities of the children. This includes all children, regardless of needs.

In addition to the differentiation within each class, we will ensure that all aspects of learning are carefully matched to the child and their needs. Below is a list of some of the ways that needs will be addressed. These will be matched to the emerging needs of the child:

- Adapting the learning environment (i.e. the classroom) so that it is accessible to all children
- Use of visual prompts, such as visual timetables and task planners
- Small group work with a teacher or teaching assistant
- 1:1 support in and out of class when appropriate for children requiring more focussed support
- Specific intervention programmes to address gaps in the learning that the child is experiencing. These include the following:

Communication and Interaction	Time to talk Narrative Therapy Oral to narrative therapy Rhodes to Language Programmes focussed on specific sound production, as advised by the Speech and Language therapist
Cognition and Learning	Rapid Phonics Nippy Numbers Plus 1 Power of 2
Social, Emotional and Mental Health	Socially speaking Circle of friends Lego therapy Sandtray therapy
Sensory and/or Physical	Handwriting without tears Write Dance Smart Moves

- Use of specific learning programmes from outside agencies (e.g. a speech and language programme)

- Modified resources (e.g. large print text or individual texts rather than reading from the board)

6) How do you as the parent or carer, and we as the school know how the child is doing?

As a school, we will:

- Carry out regular observations of your child to see how they are getting on
- The SENDco will also check that your child is making good progress within any individual work and in any group that they take part in.
- Regular book scrutinies and lesson observations will be carried out by the SENDco and other members of the Senior Management Team to ensure that the needs of all children are met and that the quality of teaching and learning is high.
- Assess their learning and progress five times a year.
- Share information with you as a parent or carer, including successes and next steps
- Work closely as a school team to support your child and review their progress together.
- Listen to your child and respond to their ideas and any concerns they may have.
- Listen and share comments and advice from other professionals working with your child (e.g. speech and language therapist.)

As a parent:

- You will be invited to discuss your child's progress with their teacher on a regular basis.
- You will be involved in the planning and reviewing of their personal plans.

Where possible children play an active part in target setting and reviewing their progress, along with their parents and carers.

7) How will the school help you to support your child's learning?

Throughout the year there are opportunities for parents to be involved in their child's learning. These may include:

- Regular informal conversations (e.g. on the playground)
- Parent evenings
- Curriculum meetings
- Specific learning workshops (e.g. phonics/calculations)
- Open mornings/afternoons (WOW events)
- Opportunities to share in your child's successes
- Home learning

In addition to this, on personal plans, there are suggestions for ways that you can support your child at home, linked to your child's specific needs.

8) What support will there be for my child's overall wellbeing?

This is a menu of some of the ways that we support children's wellbeing in school:

- Listening to the children's concerns and worries
- Family link worker (Parent Support Advisor)
- Lunchtime provision to support the development of social skills
- Social skills groups
- Staff trained to meet medical needs such as administering medicines where necessary (e.g. diabetes/allergy)
- Parents may come into school to give medicines
- Keeping medical records up to date
- Emergency contacts up to date
- Following child protection procedures including having named members of staff responsible for dealing with concerns
- Regular staff training for child protection
- Meetings with parents to discuss any concerns
- Play therapy and sandtray therapy

9) What specialist services and expertise are available at the school and how do you all work together?

Schools have access to a range of services and professionals who can support your child. These include:

- Education
 - Educational psychologist
 - Education welfare officer
 - Ethnic minority achievement service
 - Hospital/home teaching service
 - Inclusion support team
 - Independent speech and language therapy
 - Non Local Authority services such as NASEN (National Association for Special Educational Needs), Bristol dyslexia centre etc
- Medical –
 - Community child health services
 - Child and adolescent mental health service
 - Consultant paediatrician
 - Occupational therapy service
 - School nurse
 - Speech and language therapy service

In addition to these services, schools can access social services if there are additional concerns.

10)

What training has the staff supporting children with SEND had or are they having?

Staff are kept up to date with relevant training related to specific needs of individuals in school and general strategies for different types of special needs, such as autism. SENDcos share their knowledge with relevant staff. There are also opportunities for other professionals to come into school to train staff where needed.

Examples include:

- Whole staff training on Autism led by an Inclusion Support Worker
- Training from the school nurse on managing epilepsy in the classroom
- Annual SEN conferences are attended by the SENDco, whereby they work closely with Occupational Therapists, other SENDcos across the local authority and Educational Psychologists.
- Individual staff have received additional training related to pupils in their care. Training and support is then shared between staff regularly.

11) How will my child be included in activities outside the classroom, including school trips?

The school believes that every child should be fully included in the curriculum and any possible adaptations will be made to cater for this. Children have very individual needs and the support they are given depends on their level of need.

Through discussion with parents, actions that may be put into place could be:

- 1:1 support
- Pre visits to new locations
- Specialised equipment accessed where available
- Risk assessments will be carried out to ensure the safety of all children

12) How accessible is the school environment?

The school is fully wheelchair accessible and has disabled toilet and changing facilities. A range of specialist equipment is already available in school. If further equipment is needed for an individual, enquiries will be made by school as to how this will be secured.

13) How will the school prepare and support my child to join school or in their transfer to a new setting?

The class teacher/SENDco will oversee transition from one setting to another.

This will include:

- Meetings with Early Years settings/previous schools to discuss the needs of your child
- Opportunities for staff to see the child in their previous setting in order to observe the strategies and support already in place
- Opportunities for your child to visit the school and become familiar with the new environment
- Use of photos and social stories to familiarise your child with their new school and adults who will be working with them

- 1:1 meetings between home and school
- Story time and stay and play for children entering EYFS

14) How are the schools resources allocated and matched to the children's Special Educational Needs?

Each South Gloucestershire Local Authority school is required to invest a minimum of 3.6% of its school budget to support children with SEN within the school system. This money may go towards purchasing material resources/specialist equipment, employing teaching assistants and training for all staff.

If your child has special needs that cannot be met within this budget then the school may ask for an assessment of your child for an 'Educational and Health Care Plan,' so their special needs are safeguarded and that they are supported with additional funds.

15) How is the decision made about what type and how much support my child will receive?

The school will use their professional judgement in consultation with parents, other staff members, and outside agencies to judge the level of support needed. The time allocated will vary according to the individual need of the child. Pupils with an Education and Healthcare Plan will have a number of outcomes that they are working towards and the school is legally obliged to provide enough support to meet these outcomes.

16) Who can I contact for further information?

If parents/carers would like to discuss their child, they should speak to their child's teacher in the first instance. They may also contact the SENDco via the school office. You can find a link to South Gloucestershire council's Local Offer at: www.southglos.gov.uk/localoffer. Within the Local Authority, other organisations are available to support parents of children with Special Educational Needs, such as:

www.gloucestershire.gov.uk pps@carersgloucestershire.gov.uk	This is the Parent Partnership Service (PPS) . They offer free and confidential advice, information and support for parents and carers of pupils with Special Educational Needs.
www.supportiveparents.org.uk/support-group	Is a charity providing advice and support for parents/carers of pupils with SEN in Bristol, North Somerset and South Gloucestershire.
www.sglosparentsandcarers.org.uk	Are a group of parents with pupils in South Gloucestershire who have been identified with SEN. They offer coffee mornings, support and advice, parent workshops and information events.

Other organisations you may wish to look at are:

www.netmums.com	Netmums offer friendly support and advice covering a range of different areas. This is not just for Mums but Dads too. On the website you can access tips on expert parenting tips, recipes, places to take your child and much more.
www.nasen.org	NASEN is the National Association for Special Educational needs and offers development and support for those who work with SEN pupils.
www.mencap.org	Mencap is the voice of Learning Disabilities. They value and support people with a learning disability as well as their families and carers.
www.autism.org.uk	This is the leading UK charity that supports families and people with Autism or Asperger's Syndrome.
www.barnardos.org.uk	Is one of the UK's leading charities that works with families and schools to support vulnerable children. Their vital services include: counselling, fostering and adoption, vocational training and disability inclusion groups.