

THURLBY COMMUNITY PRIMARY SCHOOL

Special Educational Needs and Disability Policy

Introduction

The school policy for SEN/D reflects the consensus of opinion of the whole teaching staff and received the full agreement of the Governing Body at their meeting onMay 2018. This policy has been developed by all teaching and non-teaching staff who are fully aware of the school's procedures for identifying, assessing and making provision for pupils with special educational needs and disabilities.

The range of SEN/D covers gifted children, children with physical and medical needs, children with specific hearing, visual and speech problems, children with behavioural or emotional difficulties and developmental problems both physical and intellectual. It is estimated that approximately 20% of pupils may experience learning difficulties at some point.

The implementation of this policy is the responsibility of all teaching staff.

Objectives

We regard all pupils in our school as having individual needs, and they are entitled to a full, broad and balanced curriculum. It should be relevant and differentiated to enable all children to have an equal opportunity to develop to their full potential. We believe all children must be integrated into all aspects of school life and in order to ensure this, we as a school, will allocate adequate resources and as much support as possible. This may sometimes take the form of in-class support from a member of staff, but there may be times when pupils with special educational needs and/or disabilities may require more specialised teaching, which can best be provided within small group or individual situations away from the classroom. At any point during their school life, all children may experience some difficulties. These may be short or long term.

This policy describes how we aim to meet those needs.

Legislative Framework:

Thurlby Community Primary School's SEN/D policy is for young people with special educational needs or disabilities and is governed and written to comply with the statutory frameworks and policies set out in:

- SEN/D Code of Practice 2014
- 2014 Children and Families Act
- Keeping Children Safe in Education 2014
- Equality Act 2010
- Health and Social Care Act 2010
- Education and Inspections Act 2006

- Educations and Skills Act 2006
- Education Act 2002
- Children Act 1989 and 2004
- Education Act 1996

Safeguarding

- All staff are aware that children with SEN/D and/or differences/perceived differences are more susceptible to being victims of child abuse. Any concerns raised may lead to consideration of the concern under safeguarding or child protection procedures.

Headlines from September 2014 Code of Practice

- No more Statements will be issued by the Local Authority. Statements have been replaced by Education, Health and Care plans (EHC Plans) which can be used to support children from birth-25 years.
- School Action and School Action Plus have been replaced by one school based category of need known as 'Special Education Needs Support' (SENS). All children are closely monitored, and their progress tracked each term. Those at SENS are additionally tracked by the SEN/DCo.
- There are four broad categories of SEN/D:
 - **Communication and Interaction;**
 - **Cognition and Learning;**
 - **Social, Emotional and Mental Health;**
 - **Physical and Sensory.**

Definition of 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)

Introduction

High quality teaching is that which is differentiated to meet the needs of the majority of children. Some children will need learning **additional to and different from** what is provided for the majority of children; this is *special educational provision* and we will use our best endeavours to ensure that provision is made for those who need it. This SEN/D policy details how Thurlby Community Primary School will do its best to ensure that the necessary provision is made for any pupil who has special educational needs and/or disabilities.

Pupils have special educational needs if they have a difficulty which calls for special educational provision to be made for them e.g. **that which is additional to or different from** the differentiated curriculum plans. Thurlby Community Primary School regards pupils as having a SEN/D if they:

- a) Have a significantly greater difficulty in learning than the majority of pupils of the same age;
- b) Have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for pupils/young people of the same age in schools within the area served by the LA;
- c) A child under compulsory school age has special educational needs if they fall within the definition at (a) or (b) or would do so if special educational provision was not made for them (Clause 20 Children and Families Bill).

Pupils will not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught. The staff and Governors of Thurlby Community Primary School will work to ensure that all SEN/D pupils reach their full potential, are fully included within the school community and are able to make successful transfers between educational establishments. This policy aims to support all members of the school community in providing positive whole school approaches towards the learning, progress and achievement of SEN/D pupils.

The Role of the SEN/DCO

The Special Educational Needs and Disabilities Co-ordinator is Mrs. S. Fawcett.

In collaboration with the Headteacher, the SEN/DCo, and Governing Body determine the strategic development of the SEN/D policy and provision at Thurlby Community Primary School with the ultimate aim of raising the achievement of pupils with SEN/D.

- Collaborating with SEN/DCo's in partner schools in order to facilitate joint policies, and ensure the maximisation of expertise, resources and mutual support;
- Liaising with and advising colleagues on all matters relating to SEN/D;
- Contributing to the continuing development and training of school staff;
- Overseeing the review and maintenance of Statements or EHC Plans and records for all SEN/D pupils;
- Overseeing the day-to-day operation of the school's SEN/D Policy;
- Co-ordinating provision for SEN/D pupils;
- Organising and maintaining the records of all SEN/D pupils;
- Liaising with parents/carers of SEN/D pupils in co-operation with class teachers;
- Liaising with secondary schools when SEN/D pupils leave at the end of Year 6;
- Liaising with external agencies including the LA officer with responsibility for SEN/D and external agencies as detailed in our Local Offer.

Initial enquiries about a child's progress should be made with the class teacher, however should a meeting with the SEN/DCo be needed please make an appointment with the school office. Every teacher is responsible and accountable for all pupils in their class wherever or with whoever the pupils are working with. All teachers are teachers of SEN/D pupils. Teaching and supporting such pupils is therefore a whole school responsibility requiring a whole school response. Meeting the needs of SEN/D pupils requires partnership working between all those involved – Local Authority (L.A.), school, parents/carers, pupils and all other external agencies.

As an integral part of SEN/D provision we will ensure:

- To identify, at the earliest possible opportunity, barriers to learning and participation for pupils with SEN/D;

- To ensure that every child experiences success in their learning and achieves to the highest possible standard;
- To enable all children to participate in lessons fully and effectively;
- To value and encourage the contribution of all children to the life of the school ;
- To work in partnership with parents/carers;
- To work with the Governing Body to enable them to fulfil their statutory monitoring role with regard to the Policy Statement for SEN/D;
- To work closely with external support agencies, where appropriate, to support the need of individual pupils;
- To ensure that all staff have access to training and advice to support quality teaching and learning for all pupils;
- The SEN/DCo maintains a confidential register of all pupils with special educational needs;
- There is a smooth transition at each stage of education for pupils.

Identification, Assessment and Provision of SEN/D

Thurlby Community Primary School will have regard to the SEN/D Code of Practice 2014 when carrying out its duties towards all SEN/D pupils and ensure that parents/carers are informed by the school that SEN/D provision is being made for their child and are fully involved.

● Graduated response

Thurlby Community Primary School will adopt a graduated response to meeting special educational needs. This requires the initial use of classroom and school resources before bringing specialist expertise, if required, to provide further support for the difficulties that a pupil may be experiencing. The school will intervene as described below. Such interventions are a means of helping Thurlby and parents match special educational provision to the needs of the individual child.

● Early Concerns

The progress made by all pupils is regularly monitored and reviewed. Initially, concerns registered by teachers, parents/carers or other agencies are addressed by appropriate differentiation within the classroom and a record is kept of strategies used (Class Provision Overview).

● Single Category of SEN – Special Education Needs Support (SENS)

The new Code of Practice 2014 identifies difficulties from the following SEN/D categories

● Communication and interaction needs include:

- Speech, Language and Communication needs (SLCN), and
- Autistic Spectrum Disorders (ASD).

● Cognition and Learning Needs include:

- Dyslexia
- Dyspraxia
- Dyscalculia
- Moderate Learning Difficulties
- Global Developmental Delay

- **Social, Emotional and Mental Health needs include:**

- Attention Deficit Hyperactivity Disorder (ADHD), Attention Deficit Disorder (ADD), Attachment Disorder (AD), emotional difficulties, mental health difficulties

- **Sensory and physical needs include:**

- Visual impairment (VI)
- Hearing impairment (HI)
- Multi-sensory impairment (MSI), and
- Physical disability (PD).

- **Medical Needs:**

- Epilepsy
- Bowel disorders
- Diabetes

- **Identifying children at SENS (SEN Support)**

When a pupil is identified as needing provision **additional to or different from** those lessons provided as part of normal class activities involving Quality First Teaching, it will trigger the intervention of the SEN/DCO. A referral by the class teacher and given to the SEN/DCo, supported by evidence of the further additional support already completed in class, about a child who despite receiving differentiated learning opportunities:

- makes little or no progress will be completed or less than expected progress given their ages and individual circumstances even when teaching approaches are targeted particularly in a young person's identified area of concern characterised by progress which is:
 - 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 the child and their peers
 - shows signs of difficulty in developing English or mathematics skills which result in poor attainment or progress in some curriculum areas;
 - presents persistent emotional difficulties which are not effectively minimised by the approaches used by the school resulting in expert advice being required;
 - has sensory or physical problems and continues to make little or no progress despite the provision of specialist equipment;
 - has communication and /or interaction difficulties and continues to make little or no progress despite the provision of a differentiated curriculum ;
 - makes slow progress in developing English and mathematics skills;
- has emotional or behavioural difficulties which substantially and regularly interfere with the young person's own learning or that of the class groups, despite having an individualised behaviour management programme;
- has SEN/D or physical needs that require additional specialist equipment or regular advice or visits by a specialist service;
- has a communication and/or interaction difficulty that impedes the development of social relationships and causes a substantial barrier to learning.

The SEN/DCo may organise for further assessments to be completed by the child but support for them will be discussed with parents and if required, action taken. The school does not offer diagnosis or complete assessments needing to be completed by a specialist e.g. formal assessments

for ASD or ADHD. Parents are advised to contact their GP in these circumstances or the appropriate body, but the School may recommend that they be placed on the SEN/D Register. The decision may be taken by the School, in consultation with the parents/carers and young person, to involve external support agencies e.g. to assess for dyslexia. These agencies will provide advice on setting appropriate targets and the use of new or specialist strategies or materials. They may administer more specialist assessments that can inform the planning and measurement of the young person's progress. In some cases they will provide the support for particular activities. The triggers for involving external agencies could be that despite receiving support within school the young person:

- Continues to make little or no progress in specific areas over a long period;
- Continues working at National Curriculum levels substantially below that expected of young people.

● **Working with Parents/Carers and Children**

We aim to have good and informative relationships with all of our parents and believe the support that parents can provide both at home and school is crucial to the on-going progress of any child. If a child is experiencing difficulties, parents will be informed either at Parents' Evenings (Autumn and Spring terms) or during informal meetings to discuss the child's progress.

Once a child has been identified as having SEN/D, the class teacher will invite the parents/carers to a meeting to:

- inform them that the school believes their child should be placed at SENS;
- discuss assessments that have been completed;
- agree a plan and provision for the next term.

This is part of the graduated approach cycle of 'Assess, Plan, Do, Review' required in the Code of Practice 2014.

Depending on their age, and their interest, the child may be invited to attend all or part of the meeting.

Records are kept of these meetings and copies are available to parents/carers if required.

Thereafter, parents/carers and children are invited to a meeting each term to review the progress made, set targets and agree provision for the next term.

We hope these effective arrangements will mean that parents are satisfied with provision but should you have concerns please come into school to discuss them as worried can quickly be alleviated. If however, a parent/ carer wishes to make a complaint about SEN/D provision it should first be raised with the school through its Complaints Policy. If the issue cannot be resolved, then the complaint must be referred to the LA.

Assess, Plan, Do and Review

SEN/D support in school is based on four types of action – **ASSESS, PLAN, DO & REVIEW**

● **Identification & Assessment :**

SEN/D pupils may be identified through the teachers' observations and assessment, SEN/D areas of need (see SEN/D Co) standardised assessments (Baseline, SATs, etc.), progress checklists, target setting, parental/carers concerns or the pupils own observations or by external agencies.

● **Plan:**

Where it is decided to provide a pupil with SEN Support, the parents **must** be notified. The teacher and the SEN/D Co will agree in consultation with the parent and the pupil the interventions and support to be put in place, as well as the expected impact on progress, development or behaviour, along with a clear date for review. All identified SEN/D pupils will have a tracking grid completed.

This will be updated three times a year by the class teacher with support (if needed) from the SEN/D Co. An IEP will only be written for those children with either a Statement of Special Educational Needs or an EHC Plan. Provision Mapping of interventions/support and Learning Passports will take place for all other children on the SEN/D register.

● **Individual Education Plans (IEP):**

Individual Education Plans (IEP) include 3 or 4 (and no more) short realistic and measurable targets related to the area of concern, suggested strategies to be used by teacher, support staff, parents and pupil and the date the provision starts. The IEP should include information about:

- the short-term targets set for or by the pupil;
- the teaching strategies to be used;
- a start date and finish date of the intervention;
- the provision to be put in place;
- when the plan is to be reviewed;
- outcomes (to be recorded when IEP is reviewed).

● **Do:**

The class teacher or TA will remain responsible for working with the child on a daily basis. Where the interventions involve group or one-to-one teaching away from the main class, the teacher should still retain responsibility for the pupil, working closely with any teaching assistants or specialist staff involved, to plan and assess the impact of interventions. The SEN/D Co will support the class teacher in further assessment of the child's particular strengths and weaknesses, advising on the effective implementation of the support.

● **Review Process:**

Individual Education Plans will be reviewed three times a year, with input from the class teacher, SEN/D Co, pupil and parent/carer, teachers, and teaching assistants (T.A.'s) and external agencies (if applicable).

Pupils with an EHC Plan will have short term targets which will have been established after consultation and will include targets identified in the statement of SEN/D. These targets will be set out in the IEP and be implemented, at least in part and as far as possible, in the normal classroom setting.

The delivery of the interventions will continue to be the responsibility of the class teachers. All EHCP's will be reviewed annually with the review taking place in school. The parents/carers, the young person and involved professionals will be invited to consider the progress made by the young person in achieving targets set and whether any amendments need to be made to the statement.

All pupils will participate as appropriate in their reviews. They may:

- Attend their review meetings
- Offer their opinion and advice in the setting of targets
- Discuss their achievements/concerns/issues in advance of the review meeting with parents/carers or others as appropriate.
- The SEN/D Co, class teachers and T.A.'s will then discuss the outcome of the in-school review and submit the relevant information to the Local Authority. The Annual Review at the end of KS2 will give clear recommendations as to the type of provision required at secondary school.

● **Moving to an EHCP (Education, Health and Care Plan)**

- In a very few cases, if a young person continues to demonstrate significant cause for concern despite interventions at SENS, the school and parents may apply for the child to be assessed for an EHC Plan.
- This will decide the nature of the provision necessary to meet the young person's SEN/D. Where a request for a statutory assessment is made to Lincolnshire County Council SEN/D team, the pupil will have demonstrated significant cause for concern and the school will need to provide written evidence such as:
 - The schools current provision;
 - Individual Education Plans;
 - Records of regular reviews and their outcomes ;
 - The pupil's health including the pupil's medical history where relevant;
 - Attendance information;
 - Attainments in English and Mathematics;
 - Educational and other assessments, for example from an advisory specialist support teacher or an Educational Psychologist;
 - Views of the parents/carers and young person;
 - involvement of other professionals' e.g. Social Services, EWO (Education Welfare Officer) or G.P.
- The school will collate this information and a meeting will also be held with parent/carers, pupils, external professionals and school staff to ensure that all concerned are in agreement.

● **Teaching and Learning**

We believe that all children learn best with the rest of their class. Our aim is for all children to be working independently, in class, at the cusp of their potential. Children with SEN and disabilities are entitled to be taught by their teacher, not always by a TA. Teachers aim to spend time each day working with all children with SEN, individually or as part of a group. When allocating additional TA support to children, our focus is on outcomes, not hours: we will aim to put in sufficient support to enable the child to reach their challenging targets, but without developing a learned dependence on an adult.

The school has a range of interventions available which are listed on our Provision Map. When considering an intervention, we look first at the child's profile of learning in order that we can select the intervention which is best matched to the child. Targets for children at SENS are deliberately challenging in the attempt to close the attainment gap between the children and their peers. Interventions are often crucial in closing these gaps, so are monitored closely by both the class teacher- who monitors progress towards the targets during the intervention- and by the SEN/D Co who monitors overall progress after the intervention:

- Interventions are planned in six/eight week blocks
- At the end of each block, children's progress towards their targets is assessed and recorded. A decision is then made as to whether to continue the intervention, to swap to a new intervention, or to allow a period of consolidation in class.
- The SEN/D Co will monitor interventions to identify 'what works'.

● **Adaptations to the curriculum teaching and Learning Environment**

- as detailed in our Local Offer, Thurlby is a disability friendly school.
- adaptations to the physical environment will be made, as appropriate, to accommodate children with physical or sensory disabilities, if deemed necessary.
- all of our classrooms are inclusion-friendly. We aim to teach in a way that will support children with tendencies towards dyslexia, dyspraxia, ASD etc. This is good practice to support all children, but is

vital for those who particularly need it. All of our children access the full school curriculum, and we recognise achievement and expertise in all curricular areas. As part of normal class differentiation, curriculum content and ideas can be simplified and made more accessible by using visual, tactile and concrete resources.

● **Access to extra-curricular activities**

All of our children have equal access to before school, lunchtime and after school clubs which develop engagement with the wider curriculum. Where necessary, we make accommodation and adaptation to meet the physical and learning needs of our children. Class trips are part of our curriculum and we aim for all children to benefit from them. No child is excluded from a trip because of SEN, disability or medical needs.

Children with Social, Emotional and Mental Health Needs

Challenging or disruptive behaviour itself is not classified as an SEN but may reflect underlying mental health difficulties, ADHD, ADD or attachment disorder. If a child shows consistent concerning behaviours, the class teacher will monitor the child's needs, taking into account family circumstances and the child's known history of experiences. If the child's behaviour is felt to be a response to trauma or to home-based experiences (e.g. bereavement, parental separation) the school will work with the family to complete an Early Help Support Assessment and support the child through that process.

If parents/carers and school are concerned that the child may have mental health needs, we will support and encourage parents to ask their GP for a referral to CAMHS or to consider an Early Help Assessment (EHA) to access the Lincolnshire SPA (Single Point Access) for a referral to 'Healthy Minds'. If the child is felt to have long-term social, emotional or mental health needs, for example with anger management, the school offers a range of social skills interventions. These are generally delivered by a trained TA who has developed good, trusting relationships with the children. All children's behaviour is responded to consistently in line with our 'Behaviour Policy', although reasonable adjustments are made to accommodate individual needs. The school has a zero-tolerance approach to bullying, especially towards children with SEN/D and disabilities. We will actively investigate all allegations and, if there is cause, work with both the bully and the victim to improve their social skills.

Transition Arrangements

● **Transition into and within school:**

We understand how difficult it is for children and parents as they move into a new class or a new school and will do what we can, according to the individual needs of the child, to make transitions between classes- including from the nursery- as smooth as possible. This may include, for example:

- Additional meetings for the parents and child with the new teacher;
- Additional visits to the classroom environment in order to identify where the toilets are, where the pegs are etc;
- Opportunities to take photographs of key people and places in order to make a transition booklet;
- Enhanced transition arrangements are tailored to meet individual needs;

● **Transition to Secondary School**

Transition reviews for Year 6 pupils are held, where possible, in the Summer Term of Year 5 or the Autumn term of Year 6. The secondary school SEN/DCO is invited to Annual Reviews and other

review meetings. Additional transition arrangements may be made at these reviews e.g. extra visits, travel training etc.

● **Pupil Voice**

Pupils are invited to submit their views in writing as part of their annual review as well as to attend the review itself. We are keen for all pupils to contribute to the setting of their own targets and strategies.

● **The Role of the Governing Body**

It is the statutory duty of the Governors to ensure that the school follows its responsibilities to meet the needs of children with SEN/D following the requirements of the Code of Practice 2014. **The Governor with particular responsibility for SEN/D is Mrs R Bell**, she meets with the SEN/D Co to discuss actions taken by the school and reports to the Full Governing Body.

SEN/D Information

The School will ensure that the SEN/D information is accessible on the school website. Governors have a legal duty to publish information on their websites about the implementation of the policy for pupils with SEN/D (Local Offer). The information published, will be updated annually and any changes to the information occurring during the year will be updated as soon as possible. The information required should include:

- Identifying children and young people with SEN and assessing their needs;
- Assessing and reviewing children and young people's progress towards outcomes, including the opportunities available to work with parents and young people as part of this assessment and review;
- 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;
- Adaptations to curriculum, teaching and the learning environment and access to ancillary aids and assistive technology;
- Securing expertise among teachers or other professionals to support children and young people with SEN/D;
- Assessing and evaluating the effectiveness of the provision they make for children and young people with SEN;
- Enabling children and young people with SEN/D to have access to facilities and extra-curricular activity available to all children in the setting;
- Supporting and improving emotional and social development, including extra pastoral support arrangements for listening to the views of children and young people with SEN and measures to prevent bullying;
- Named contacts for parent/carer concerns

Complaints Procedures from Parent/Carers of children with SEN/D at Thurlby

At Thurlby Community Primary School we operate an 'open door' policy. Parents and carers are encouraged to speak with the class teacher about any concerns they may have about their child's education. They will be able to discuss any additional support their child may be receiving. If you wish to discuss your child's needs further please contact the Headteacher or SEN/D Co who will be able to advise on how Thurlby Community Primary School can support children with SEN/D. The School's '*Complaints Policy*' is on our website and a paper copy can also be obtained from the school office. Please follow this policy if you would like to make a formal complaint. In the first instance, however, discussions with the class teacher, SEN/D Co and Headteacher to try and resolve any issues is encouraged.

Equal Opportunities

The school is committed to providing equal opportunities for all, regardless of race, faith, gender or capability in all aspects of school. We promote self and mutual respect and a caring and non-judgmental attitude throughout the school.

SEN/D Co: Mrs. S. Fawcett

SEN/D Governor: Mrs. R. Bell

Review

The Headteacher and Staff will review this policy annually.

Next Review May 2019