



Greenfield Primary School
December 2023
Revision 12



Special Educational Needs and Disability (SEND) Policy

“All children and young people are entitled to an appropriate education, one that is appropriate to their needs, promotes high standards and the fulfillment of potential. This should enable them to 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”

Special Educational Needs and Disability Code of Practice: 0 to 25 years (January 2015)

Introduction

This policy was reviewed and updated in December 2023 in line with the revised Code of Practice (January 2015)

We believe that all children are individuals and have an equal right to an excellent and enjoyable education, which will enable them to achieve their full potential. Our school provides a broad and balanced curriculum for all children. However, by providing opportunities that are additional to and different from those provided within curriculum, we are able to respond effectively to the four areas of need identified in the Code of Practice, namely:

- Communication and Interaction
- Cognition and Learning
- Social, Emotional and Mental Health
- Sensory and/or Physical needs

The National Curriculum is our starting point for planning that meets the specific needs of individuals and groups of children. When planning, teachers set suitable learning challenges and respond to children’s diverse learning needs. Some children have barriers to learning and may require additional support from the school. Some children are more able in certain areas of the curriculum and therefore may require a more challenging curriculum.

These requirements are likely to arise as a consequence of a child having special educational needs or specific physical or medical needs. Teachers take account of these requirements and make provision, where necessary, to support individuals or groups of children and thus enable them to participate effectively in curriculum and assessment activities. These children may need additional or different help from that given to other children of the same age.

Our school works closely with parents in the support of those children with special educational needs. We encourage an active partnership through an ongoing dialogue with parents. Parents have much to contribute to our support for children with special educational needs. The school website contains details of our policy for special educational needs and the arrangements made for these children in our school. This information is included in our SEND school report.

We recognize that children may have special educational needs either throughout, or at any time during their school career. This policy ensures that curriculum planning and assessment for children with special educational needs takes account of the type and extent of the difficulty experienced by the child.

Aims and objectives

Our school aims to empower children to succeed through providing a clear focus on outcomes rather than on hours of support.

Aims

- To create an environment that meets the special educational needs of each child

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- To ensure that the special educational needs of children are identified, assessed and provided for
- To make clear the expectations of all partners in the process
- To identify the roles and responsibilities of staff in providing for children's special educational needs
- To enable all children to have full access to all elements of the school curriculum
- To ensure that parents are able to play their part in supporting their child's education
- To ensure that the children have a voice in this process

Objectives

- To identify (at the earliest opportunity) and provide for pupils who have special educational needs using a robust graduated approach.
- To work within the guidance provided in the SEND Code of Practice 2014, updated 2015
- To provide a Special Educational Needs and Disability Co-ordinator (SENDCo), who will work within the SEND policy
- To ensure a high level of staff expertise to meet need through targeted continual professional development
- To work collaboratively with all professionals and outside agencies when a pupil's needs cannot be met by the school alone.
- To work with parents/carers and children to gain a better understanding of the whole child and involve them in all stages of their education, taking into account their informed choices and their views.
- To monitor and review progress and provision regularly.
- To ensure support for pupils with medical conditions to achieve full inclusion in all school activities through consultation with health and social care professionals (see Supporting Children with Medical Needs Policy)
- For governors, in co-operation with the head teacher and SENDCo, to determine the school's general policy and approach and ensure that the necessary provision is made for any pupil who has SEND.

Educational inclusion

'All teachers are teachers of children with special educational needs. Teachers are responsible and accountable for the progress and developments of the pupils in their class, including where pupils access support from teaching assistants or specialist staff.'

Special Educational Needs and Disability Code of Practice: 0 to 25 years (January 2015)

In our school we aim to offer excellence and choice to all our children, whatever their ability or needs. We have high expectations of our children. We aim to achieve this through the reduction of barriers to learning and participation. We want all children to feel that they are a valued part of our school community. Through appropriate curricular provision, we respect the fact that children:

- have different educational and behavioural needs and aspirations
- require different strategies for learning
- may have physical disabilities
- may have specific medical conditions which impact upon their education
- acquire, assimilate and communicate information at different rates
- need a variety of teaching approaches and experiences

Teachers respond to children's needs by:

- providing support for children who need help
- planning to develop children's understanding through the use of all available senses and experiences
- planning for children's full participation in learning, and in physical and practical activities
- helping children to manage their behaviour and to take part in learning effectively and safely
- helping individuals to manage their emotions, particularly trauma or stress, and to take part in learning
- thinking of different strategies to challenge and stretch our more able learners

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What is Special Educational Needs and Disability?

Children with special educational needs or disability have learning difficulties that call for special provision to be made. All children may have special needs at some time in their lives. Children have a learning difficulty if:

- they have significantly greater difficulty in learning than the majority of children of the same age
- they have a disability which prevents or hinders them from making use of the educational facilities that are provided for children of the same age
- they are under school age and fall within the definitions above

Many of the children who join our school have already attended an early education setting. In many cases children join us with their needs already assessed. All our children are assessed when they join school with a statutory Reception Baseline assessment, so that we can build upon their prior learning. We use this information to provide starting points for the development of an appropriate curriculum for all our children.

If any of our assessments show that a child may have a learning difficulty, we use a range of strategies that make full use of available classroom and school resources. Parents are invited to meet with their child's class teacher to discuss appropriate targets and an Individual Learning Plan is created. The child is also involved in this process and contributes their own ideas and thoughts to their Individual Learning Plan. The child's class teacher will offer interventions that are different from, or additional to, those provided as part of the school's usual working practices. The class teacher can discuss a child's specific needs with the SENDCo, phase leader or Head teacher and ask for specific strategies, resources or advice. Targets are reviewed at the start and end of each term and shared with parents/carers and the child, new targets are then set. At this point it can then be decided whether further intervention is required, or assessment by external agencies such as Learning Support Service or Speech and Language therapy. It is the SENDCo's responsibility to contact and work with these external agencies. However, it is the child's class teacher who is fully accountable for their progress and attainment during the time they have them in their class. It may be that parents/carers are asked to consult with their GPs in order to request additional support from NHS services, for example the Child and Adolescent Mental Health Service (CAMHS).

An Individual Learning Plan (referred to as ILP) is a document which is produced by class teachers for any pupil with SEND who access supporting that is additional to or different from usual classroom practice. Class teachers use an online system called Provision Map to create ILPs for children. They are supported by the SENDCo and any outside agencies that are involved in supporting a child to create and review ILPS.

Strategies on a child's ILP may be delivered in small groups or 1:1 by teachers and or teaching assistants on a weekly or daily basis.

Interventions that we currently provide include:

Phonics and Reading

- Little Wandle phonics keep up sessions (KS1)
- Little Wandle reading sessions (KS2)
- Little Wandle Rapid Catch-up sessions (KS2)
- Little Wandle SEND Keep up sessions
- Reading comprehension tutoring sessions
- Nessy

Maths

- Dynamo Maths
- Small group or 1:1 sessions with a teaching assistant

Social, Emotional and Mental Health

- Wellbeing groups
- 1:1 support through Reflexions, Positive Steps or the school nursing team

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Speech and Language

- 1:1 speech and language sessions
- Small group speech and language sessions
- NELI sessions (Reception)

Physical and Sensory

- Get Moving
- Bespoke programs designed by a Physiotherapist
- Bespoke programs designed by Occupational Therapists

In school the SENDCo works to:

- manage the day-to-day operation of the policy
- co-ordinate the provision for the children's special needs
- supports and advises colleagues
- collate the records of children with special educational needs
- monitor the progress of children who have specific needs, including assisting staff who need to assess children who are working at the academic level of p scales
- liaise with parents
- act as link with external agencies and other support agencies
- monitor and evaluate the special educational needs provision and reports to the governing body
- manage a range of resources, human and material, to enable appropriate provision for children with special educational needs
- contribute to the professional development of all staff

Identification and Assessment of Special Educational Needs and Disability

The 2015 Code of Practice says that:

"A child or young person has SEND, 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."

Disability definition:

"Some young children who have SEND may have a disability if they have 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." (*Equality Act 2010*)

However, we recognise that other issues may impact upon progress and attainment which are not SEND, including:

- Attendance and punctuality
- Health and welfare
- English as an additional language (Children are not regarded as having a learning difficulty if the language or form of language of their home is different from the language in which they will be taught. (Section 312 Education Act 1996)
- Economically challenged and so being in receipt of Pupil Premium Grant
- Being a Looked After Child

Early identification of SEND is vital. The class teacher informs the parents at the earliest opportunity to alert them to concerns and enlist their active help and participation. The class teacher and the SENDCo meet to assess and monitor the children's progress in line with existing school practices. This is an ongoing process. The SENDCo works with parents/carers and teachers to plan an appropriate support plan.

The assessment of children reflects as far as possible their participation in the whole curriculum of the school. The class teacher and the SENDCo break down the assessment into smaller steps in order to aid

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progress and provide detailed and accurate indicators. The school always seeks a range of professional advice before making a formal request for an Education, Health, Care Plan (EHCP). The needs of the child are considered to be paramount in this.

At Greenfield, we follow a graduated response to SEND. Once a child has been identified as having a special educational need or disability, we work together to assess, plan, do and review the child's needs. If implementing a range of different interventions and support, a child continues to find it challenging to access the curriculum, then we would first look to seek the advice of other professionals. We currently work closely with:

- Dudley's Learning Support Services
- Dudley's Educational Psychology Service
- NHS speech and Language Service
- Private speech and language services
- Occupational therapy
- Physiotherapy
- Autism Outreach
- Dudley's Physical and Medical Inclusion Services (PIMIS)
- Dudley's Reflexions service
- Sycamore Outreach Service

Once support has been provided by outside professionals, we will continue to review progress in corroboration with other professionals involved. Following the advice of other professionals, we may then make a referral to the Local Authority for an Education, Health and Care needs assessment. This is a long process and requires school to gather evidence to support the need for an assessment.

Referral for an Education, Health and Care Plan (EHCP)

If a child has lifelong or significant difficulties, they may undergo a Statutory Assessment Process which is usually requested by the school but can be requested by a parent/carer. This will occur where the complexity of need or a lack of clarity around the needs of the child are such that a multi-agency approach to assessing that need, to planning provision and identifying resources, is required.

The application for an Education, Health and Care Plan (EHCP) will combine information from a variety of sources including:

- Parents/carers
- Teachers and other relevant professionals
- SENDCo
- Social Care
- Healthcare professionals

Information will be gathered relating to the current provision that has been implemented, and the preliminary outcomes of targets set. A decision will be made by a panel of people from education, health and social care about whether the child requires an EHC needs assessment. Parents/carers have the right to appeal against a decision not to initiate a statutory assessment leading to an EHCP.

Education, Health and Care Plans (EHCPs)

Following Statutory Assessment, an EHCP may be provided by Dudley LA, if it is decided that the child's needs are not being met by the support that is available. The school and the child's parents/carers will be involved in developing and producing the plan. Parents/carers have the right to appeal against the content of the EHCP. They may also appeal against the school named in the plan if it differs from their preferred choice. Once the EHCP has been completed and agreed, it will be kept as part of the pupil's formal record and reviewed at least annually by staff, parents/carers and, where appropriate, the pupil. The annual review enables provision for the pupil to be evaluated and, where appropriate, for changes to be put in place, for example, reducing or increasing levels of support.

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The role of the governing body

The governing body has due regard to the Code of Practice when carrying out its duties toward all pupils with special educational needs and disabilities.

The governing body does its best to secure the necessary provision for any pupil identified as having special educational needs. The governors ensure that all teachers are aware of the importance of providing for these children. They consult the LA and other schools, when appropriate, and ensure that parents are notified of a decision by the school that SEND provision is being made for their child.

The governing body has identified a governor to have specific oversight of the school's provision for pupils with special educational needs.

Our Governor with responsibility for SEND is Mr Guy Carpenter.

The SEND governor ensures that all governors are aware of the school's SEND provision, including the deployment of funding, equipment and personnel. The SENDCo and SEND governor meet termly to discuss SEND provision in the school. The 'responsible person' in this school is the headteacher. The headteacher ensures that all those who teach a pupil with an Education, Health, Care Plan (EHCP) are aware of the nature of their plan.

Allocation of resources

The SENDCo and headteacher are responsible for the operational management of the specified and agreed resourcing for special needs provision within the school, including the provision for children with Education, Health and Care plans (EHCPs).

The headteacher informs the governing body of how the funding allocated to support special educational needs has been employed.

The headteacher and the SENDCo meet regularly to agree on how to use funds directly related to Education, Health, Care Plans.

The SENDCo, Educational Psychologist and Learning Support Service (LSS) advisor meet termly to decide on the best use of resources for the following term.

The SENDCo meets termly with the Educational Psychologist linked to the school to arrange for any observations and assessments of children. The advice given by the educational psychologist is then included in the strategies outlined on children's Individual Learning Plan.

The SENDCo meets with any Speech and Language Therapists linked to the school to arrange for any new assessments or reassessments of children. The advice given is then included in the strategies outlined in a child's Individual Learning Plan.

The SENDCo meets at frequent intervals with the member of the Autism Outreach Team linked to the school to discuss the progress of these children. The advice given is then included in the strategies outlined in a child's Individual Learning Plan.

Monitoring and evaluation

The SENDCo monitors the children with SEND in our school and is involved in supporting teachers when drawing up Individual Learning Plans. The SENDCo and the Senior Leadership Team hold regular meetings to review the work of the school in this area. The SENDCo and the named governor with responsibility for special needs also meet termly.

The governing body reviews this policy annually and considers any amendments to comply with statutory requirements and best SEND practice.

Equal Opportunities

This policy adheres to all the principles, aims and objectives set out in the school's Equality Plan.

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Roles and Responsibilities

The SENDCo is Miss Rebecca Lewis (rlewis1@greenfield.dudley.sch.uk)

The SENDCo will take the lead in:

- Liaising with outside agencies
- Planning future support and interventions for the child in discussion with colleagues
- Monitoring and reviewing the action taken
- Deciding if any further assessments are required; if the pupil continues to make little or no progress this will be discussed with teachers, SENDCo and parents at each review of the child's personalised targets.
- Making a referral to the Local Authority SEND team for an Education and Health Care needs assessment in severe and complex cases.
- Reviewing EHCPs annually.

Our Governor with responsibility for SEND is Mr Guy Carpenter

The Designated Safeguarding Lead (DSL) is Mrs Sarah Remmers sremmers@greenfield.dudley.sch.uk

Complaints about SEN provision

Complaints about SEN provision in our school should be made to the SENDCo or headteacher in the first instance. They will then be referred to the school's complaints policy. The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children.

They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

Contact details of support services for parents of pupils with SEN Information and support from outside of school is available to parents through SENDIASS (information advice services, previously known as Dudley Parent Partnership) the service is led by Victoria Townsend.

SENDIASS Contact Details:

Address Trafalgar House, 47-49 King Street, Dudley, DY2 8PS

Telephone 07824 543233, 07900 161363 or 07929 777744.

Email dudley.sendiass@dudley.gov.uk

<https://www.dudley.gov.uk/residents/learning-and-school/information-for-parents/dudley-sendiass/>