

POLICY FOR SPECIAL EDUCATIONAL NEEDS

MISSION STATEMENT

*"Working together to build a strong foundation
through Faith and learning."*

Christ Church (Church of England) Infant School and Nursery aims to provide within a Christian Foundation the highest standards of education and care.

We recognise and celebrate the limitless potential of all our young children and seek to maximise their natural enjoyment of and enthusiasm for learning.

BACKGROUND

Christ Church (Church of England) Infant School and Nursery have agreed this policy in conjunction with the DFES Special Educational Needs and Disability Code of Practice 0-25 yrs (2014).

DEFINITION

For the purposes of this policy we have used the term Special Educational Needs and Disability as defined by the DFES Special Educational Needs and Disability Code of Practice

A child has special educational needs if they have a learning difficulty which calls for special educational provision to be made for them.

Pupils have a learning difficulty if they:

- (a) have a significantly greater difficulty in learning than the majority of pupils of the same age; or
- (b) have a disability which prevents or hinders the child from making use of educational facilities of a kind generally provided for pupils of the same age in school within the area of the local education authority
- (c) are under compulsory school age and fall within the definition at (a) or (b) above or would do so if special educational provision was not made for them.

Special educational provision means:

- (a) for pupils of two or over, educational provision which is additional to, or otherwise different from, the educational provision made generally for pupils of their age in schools maintained by the LEA, other than special schools, in the area
- (b) for pupils under two, educational provision of any kind.

AIMS

1. To identify, assess and provide for the Special Educational Needs of all pupils alongside the guidance offered in the SEND Code of Practice 0-25 yrs.
2. To provide a broad and balanced curriculum for all pupils and ensure equality of opportunity.
3. To develop an active partnership with parents including providing access to relevant information and professional guidance.
4. To ensure effective transfer of SEN information between Nursery, KS1 and KS2.
5. To value each child as an individual and enable them to achieve their full potential.

OBJECTIVES

1. To identify children with SEN through observation and assessment and to record on the Special Needs Register, Provision Map and Intervention List.
2. To have high expectations of pupils' progress and set realistic but challenging targets.
3. To complete relevant documentation to record concerns, targets and progress.
4. To communicate concerns, targets and progress with parents, SENCO and external agencies as appropriate.
5. To work collaboratively with school based support staff and those from external agencies.
6. To provide relevant support within the classroom context where possible.
7. To ensure the availability of appropriate resources.

8. To carry out regular reviews of children's IEPs, at least termly, or more frequently if the need demands.
9. To maintain the high profile of SEN through inclusion in the School Improvement Plan and to address staff development needs in this area when appropriate.
10. To motivate the children by praise whenever possible.
11. To use ICT to support learning where appropriate.

ROLES AND RESPONSIBILITIES

The following roles and responsibilities are quoted from the DFES SEND Code of Practice (2014)

- (6.36) Teachers are responsible and accountable for the progress and development of the pupils in their class, including where pupils access support from teaching assistants or specialist staff.
- (6.4) School leaders and teaching staff, including the SENCO, should identify any patterns in the identification of SEN, both within the school and in comparison with national data, and use these to reflect on and reinforce the quality of teaching.
- At Christ Church (Church of England) Infant School and Nursery the class teacher has overall responsibility. He or she should inform or seek advice from the SENCO and consult the child's parents. The teacher may also inform the head teacher.

The child's teacher will:

- Follow the procedures of identifying, assessing and making provision for pupils with SEN as stated in the 0-25 SEND Code of Practice 2014
- Make regular assessments of progress for all pupils and identify pupils making less than expected progress given their age and individual circumstances (6.17)
- Provide high quality teaching targeted at the child's area of weakness and work with the SLT & SENCO to assess whether the child has SEN (6.19)
- Informally gather evidence and put in place extra teaching or other rigorous interventions designed to secure better progress (6.19)
- Identify the child's area of need - communication & interaction, cognition & learning, social, emotional, mental health difficulties or sensory/ physical needs using guidance in SEND CofP 2014 (6.28)
- Share pupils' IEP targets with teaching assistants and advise them of suitable activities to work on with SEN pupils
- Monitor and review the child's progress
- Liaise with the child's parents

The SENCO will:

- Oversee the day-to-day operation of the school's SEN policy
- Coordinate provision for children with special educational needs
- Advise on the graduated approach to providing SEN support
- Provide professional guidance to colleagues and work closely with staff, parents and other agencies, including the LA's support and educational psychology services, health and social services and voluntary bodies
- Work with the headteacher and school governors to ensure the school meets its responsibilities under the Equality Act (2010)
- Ensure the school keeps SEN pupils records up to date

The Headteacher and SLT will:

- Work closely with the SENCO and ensure he/she has sufficient time and resources to carry out the above functions
- Monitor and review the implementation of the SEN policy
- Ensure adequate INSET arrangements for all staff
- Keep the Governing Body informed of SEN issues

Teaching assistants will:

- Support and communicate with teachers to achieve effective teaching and learning for children with special educational needs

It is our policy at Christ Church (Church of England) Infant School and Nursery to allocate at least 50% teaching assistant time to children with SEN and those children on the Intervention list.

Governors will:

- Ensure that parents are notified that SEN provision is being made for their child
- Nominate a Governor with special responsibility for SEN
- Be aware of the number of pupils on the SEN register
- Maintain SEN issues as a "standing item" on the agenda at Governing Body meetings

Governors will have regard for the SEND Code of Practice and the LA's Local Offer. Governors will report to parents annually on the implementation of their SEN policy.

EXTERNAL AGENCIES

External agencies will be contacted for advice and support for children with SEN. These may include:

- Area Team Manager
- Educational Psychologist
- Education Welfare Officer
- School Nurse
- Special Needs Early Years Service
- Child and Family Services
- Speech Therapy Service
- Occupational Therapy Unit
- Sensory Inclusion Team

ADMISSIONS/ACCESS

Admissions to the school follow the LA's Admissions Policy.

There is currently a minimum provision for access to buildings in the lower part of the school for pupils with disabilities.

There is currently no specialist teacher provision within the school for pupils with special educational needs.

DIFFERENTIATION AND INTERVENTION

Differentiation means teaching a pupil in ways and at levels which match their ways of learning. Pupils make progress at different rates. Not all pupils learn in the same way and need to be taught in different ways. All pupils will receive help through differentiation but if the pupil does not make adequate progress, the school will do more to help through targeted Intervention (see Intervention Policy). All members of staff are responsible for identifying pupils with special educational needs. The SENCO will work with staff to ensure that those pupils who may need additional or different support are identified at an early stage. The progress made by all pupils is continually tracked. Pupils are only identified as having special educational needs if they do not make adequate progress despite receiving precision teaching and targeted Intervention.

Methods for Differentiation

- By outcome
- By resource
- By task
- By dialogue
- By support
- By pace
- By content
- By independence/responsibility

IDENTIFICATION AND ASSESSMENT OF PUPILS WITH SPECIAL EDUCATIONAL NEEDS

All pupils are entitled to a broad and balanced curriculum. This policy ensures that teaching arrangements and strategies are fully inclusive. The majority of pupils will have their needs met through normal classroom arrangements and appropriate differentiation, which may include short-term support such as Early Literacy Support in Year One or other Intervention strategies (see Intervention Policy).

Teachers will aim to identify pupils with special educational needs as early as possible. If teachers have concerns about aspects of a child's learning or if there are any social, emotional or behavioural issues they will gather evidence and follow the graduated approach as set out in SEND CofP 2014. Through use of the Foundation Stage Profiles, school tracking systems and target setting, teachers will be able to assess pupil progress on a regular basis.

In cases where pupils are not reaching their curriculum targets or Early Learning Goals, and where Intervention strategies are making a limited impact, teachers will inform the SENCO that they wish to put the pupil in question on the SEN register.

SEN SUPPORT

Through SEN support the pupil will get help that is either extra to and/or different from the help that the school usually gives pupils through differentiation. If there are concerns that the pupil is not making adequate progress, the class teacher will discuss these concerns with the SENCO. The SENCO will gather information from the pupil, parents, class teacher and teaching assistants. The information gathered will help school to decide what help may be needed. The help will be recorded in an Individual Education Plan (IEP). The IEP will only record that which is additional to, or different from, the differentiated curriculum and will focus on two or three individual targets that match the pupil's needs. The delivery of the interventions recorded in the Individual Education Plan continues to be the responsibility of the class teacher.

Triggers for SEN support may be:

- Little or no progress over time despite differentiated learning objectives and targeted teaching or Intervention
- Persistent emotional or behavioural difficulties
- A pupil with sensory or physical problems who makes no progress despite the provision of specialist equipment
- A pupil with communication and/or interaction difficulties who continues to make little or no progress over time
- The child's progress is significantly slower than their peers starting from the same baseline

- The child's progress fails to match or better his/her previous rate of progress

- Progress fails to close the attainment gap between the child and their peers

- Progress widens the attainment gap

Evidence needed from the class teacher for SEN support includes:

- Foundation Stage profile data
- Tracking and target setting information
- Observation records
- Dated samples of work related to area(s) of concern
- Attendance information
- Parental concerns and evidence discussions
- Teacher records (e.g. test scores/reading record)
- Lesson plans showing evidence of differentiated work

MULTI AGENCY SUPPORT TEAM

If the pupil does not make adequate progress receiving SEN support, the school may seek further advice and support from other specialists, e.g. Educational Psychologist, Speech Therapist and Occupational Therapist. Pupils and parents will be fully involved and kept informed about the involvement of external agencies and proposed interventions. The advice from outside professionals will be incorporated into the Individual Education Plan and these professionals will be invited to contribute towards the monitoring and review of progress.

REQUESTS FOR STATUTORY ASSESSMENT AND STATEMENT/ EDUCATION HEALTH CARE PLAN

If a pupil demonstrates significant cause for concern, the school may request a statutory assessment. Whilst the statutory assessment is being carried out, the pupil will continue to receive SEN support.

STATEMENTED/EHCP PUPILS

In addition to the regular review of their IEPs, their progress and the specific support outlined in their statement/EHCP will be reviewed annually. A report will be sent to the Local Authority. If a pupil makes sufficient progress, a statement/EHCP may be discontinued by the LA.

PUPIL PARTICIPATION

Pupils with special educational needs often have a unique knowledge of their own needs and circumstances and their own views about what sort of help they would like, to help them make the most of their education. They should be encouraged to participate in all the decision-making processes, including the setting of learning targets and reviewing their progress.

REVIEWS

Pupils' IEPs will be reviewed at least termly by the class teacher and SENCO with outcomes clearly recorded. Pupils will participate fully in the review process according to their age and abilities. Parents will also be invited to participate in the target setting and review process. During the review, the following decisions need to be made:

- Have the targets been met and where is the evidence?
- Is SEN support still required?
- Should anyone else be consulted?
- Should the LA be consulted about the need to move to EHCP?
- What new targets need to be set?
- When will the next review be?

ABLE CHILDREN

SEN provision will also extend to more able children, through classroom opportunities for differentiated work. This provision is set out in more detail in the school's Able Children Policy.

ASSESSMENT

Pupils with SEN may have special arrangements made for assessment purposes in line with National and LA recommendations (e.g. for KS1 SATs).

LINKS WITH OTHER SCHOOLS

The SENCO will liaise with the SENCOs of the junior schools serving the area to ensure that effective arrangements are in place to support pupils at the time of transfer. When pupils move to another school, their records will be transferred to the next school within 15 days of the pupil ceasing to be registered, as required under the Education (Pupil Information) Regulations (2001).

PARTNERSHIP WITH PARENTS

The school will always tell parents when their child is receiving help for their SEN. Partnership with parent's plays a key role in enabling pupils with SEN to achieve their potential. The school recognises that parents hold key information and have knowledge and experience to contribute to the shared view of a child's needs and the best ways of supporting them. All parents of pupils with special educational needs will be treated as partners and invited to play an active role in their child's education. The school will provide information about the Parent Partnership Service to all parents of pupils with special educational needs.

Parents of any pupil identified with SEN may contact the Parent Partnership Service for independent support and advice. The pupil's class teacher will work closely with parents at all stages in his/her education and should be the first port of call in case of any difficulty. If parents have concerns, they should first talk to the class teacher. Parents are also invited to contribute to all IEP reviews.

COMPLAINTS PROCEDURES

The school's complaints procedures are set out in the school's prospectus. Under the Special Educational Needs and Disability Regulations 2014 parents may seek advice on resolving disagreements from the LA and/or the Parent Partnership Service. The school will make further information about this process available on request.

INCLUSION

"Schools have a responsibility to provide a broad and balanced curriculum for all pupils. The National Curriculum is the starting point for planning a school curriculum that meets the specific need of the individual and group of pupils.

At Christ Church (Church of England) Infant School and Nursery, teachers modify the National Curriculum to set suitable learning challenges for all pupils, responding to their diverse needs and helping them to overcome potential barriers to learning. The inclusive ethos of the school encourages a sense of community and belonging. The effective learning environment at Christ Church (Church of England) Infant School and Nursery means that:

- The contribution of all pupils is valued
- All pupils can feel secure and are able to contribute appropriately
- Stereotypical views are challenged and pupils learn to appreciate and view positive differences in others
- Pupils learn to take responsibility for their actions and behaviours
- All forms of bullying and harassment, including racial harassment are challenged

NAMED SENCO AND SEN GOVERNOR

SENCO: Mrs J Granger

SEN Governor: Mrs J Charnell-Kear

FUNDING AND RESOURCES

Funding and resources for SEN are identified in the school budget.

SUCCESS CRITERIA

Improvement in the progress and performance of pupils with SEN will not only be measured by movement off the SEN register, but also by increased attainment of pupils who remain on the register. Their progress will be closely monitored through regular tracking of school data. Development Matters Ages and Stages, along with end of year Early Learning Goals and SATs results may also be used to measure the success of the SEN policy.

J Granger, SENCO
September 2014
(Revised February 2015)

REFERENCES

- Special Education Needs & Disability Code of Practice 0-25 DFE 2014
- Children and Families Act 2014
- The Special Educational Needs and Disability Regulations 2014
- The Special Educational Needs (Personal Budgets) Regulations 2014