



'We love to learn and together we grow'

Cranmore Infant School SEND policy

Reviewed September 2018

Framework for Solihull Schools' Special Educational Needs and Disability (SEND) Policy

In Solihull all schools are encouraged to provide appropriate support for those children with special educational needs and disabilities (SEND) who live in their area. In this school we support all children to achieve well throughout their school life.

Every pupil with SEN and disability in this inclusive school has an entitlement to fulfil his/her potential.

This is achieved by ensuring the health and well being of all pupils as well as supporting them to make academic progress. We work in partnership with parents and carers, other schools, the local community and external support services and providers.

These outcomes are embraced in every aspect of school life; personalised teaching and learning approaches; access to technology across the curriculum; flexible learning pathways and out of hours learning activities; support for emotional well being; flexible timetables; assessment systems that engage pupils in having a say about their progress and additional provision.

At Cranmore Infants School and Little Acorns Pre School we are committed to meeting the needs of all our pupils and ensuring that all pupils including those with Special Educational Needs or Disabilities (SEND) have the opportunity to reach their full potential and make good progress within a positive and stimulating environment where children can learn without limits.

We provide a high quality, flexible curriculum for all children through an inclusive approach commensurate with meeting individual needs, and enabling all pupils to be included fully in the life of the school and its community.

This special educational needs policy should read in conjunction with our school's local offer (also called the SEN Information Report) and our accessibility plan. These can all be found in the Policies section of our school website.

The following policy has been taken in line with the requirements of

0-25 SEND Code of Practice 2015

Children and Families Act 2014

SEN Code of Practice 2014

Equality Act 2010

This policy will be reviewed annually and was originally ratified by the Governing Body in May 2015.

Policy reviewed SEPTEMBER 2018

Special Educational Needs and Disability (SEND) Policy

Name of School: Cranmore Infants School

Date the policy was originally agreed by Governors: May 2015 (To be reviewed next by governing body in the academic year 2019-2020)

Aims of this SEND policy

The aims of our special educational needs and disability policy and practice in this school are:-

- (1) To ensure that children and young people with SEND engage in the full range of activities offered by the school alongside pupils who do not have SEND.
- (2) To make reasonable adjustments for those with a disability by taking action to increase access to the curriculum and the environment
- (3) To make every effort to secure special educational provision for pupils for whom this is required, that is “additional to and different from” that provided within the differentiated curriculum.
- (4) To ensure a high level of staff expertise to meet pupil need, through well-targeted continuing professional development.
- (5) To work in partnership with the Local Authority and outside agencies included health professionals.
- (6) To work in partnership with parents/carers and children in order to help them to be the best they can be.

What are special educational needs (SEN) or a disability?

At our school we use the definition for SEN and for disability from the SEND Code of Practice (2014).

This states:-

“SEN: A child or young person has special educational needs if he or she has a learning difficulty or a disability which calls for special educational provision to be made for him or her. A learning difficulty or disability is a significantly greater difficulty in learning than the majority of others of the same age. Special educational provision means educational or training provision that is additional to, or different from, that made generally for others of the same age in a mainstream setting in England.

Disability: Many children and young people who have SEN may have a disability under the Equality Act 2010 – that is ‘...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.’ This definition includes sensory impairments such as those affecting sight or hearing and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

How does our school know if children have special educational needs and need extra help?

We know children need help if:-

Concerns are raised by parents/carers, teachers or the child's previous school or setting, or from information from the Local Authority or outside support agency regarding a child's level of progress or inclusion.

A pupil asks for help.

Observation of the pupil indicates that they have additional needs in one or more of the four broad areas of need as described in the code of practice for SEND:-

1. Social, emotional and mental health (SEMH)
2. Cognition and Learning (C&L)
3. Communication and Interaction (C&I)
4. Physical and/ or sensory, medical.

Whole school tracking of outcomes indicates concern about progress or general well being.

What should a parent do if they think their child may have special educational needs?

- if parents have concerns relating to their child's learning then please discuss these initially with your child's teacher/subject teacher/form tutor. This then may result in a referral to the school SENCo whose name is Deborah Brindley and whose contact details are in person via the school office , by email at office@cranmore.solihull.sch.uk or by phone on 0121 705 3443
- parents may also contact the Headteacher directly if they feel this is more appropriate
- all parents will be listened to. Their views and their aspirations for their child will be central to the assessment and provision that is provided by the school

The kinds of special educational needs for which provision is made at the school

Children and young people with SEN have different needs, but all children with SEND are welcomed at our school, in line with the school admissions policy. If a place is available, we will undertake to use our best endeavours, in partnership with parents, to make the provision required to meet the SEND of pupils at this school.

For children with an Education, Health and Care Plan (EHCP), parents have the right to request a particular school and the Local Authority must comply with that preference and name of the school or college in the Education, Health and Care Plan unless:-

- it would be unsuitable for the age, ability, aptitude or SEN of the child or young person, or
- the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources

Before making the decision to name our school in a child's EHCP, the Local Authority will send the governing body a copy of the EHCP and then consider their comments very carefully before a final decision on placement is made. In addition, the Local Authority must also seek the agreement of school where the draft EHCP sets out any provision to be delivered on their premises that have been secured through a direct payment (personal budget).

Parents of a child with an EHCP also have the right to seek a place at a special school if they consider that their child's needs can be better met in specialist provision.

How will the school support a child with SEND?

All pupils will be provided with high quality teaching that is differentiated to meet the diverse needs of all learners.

Pupils with a disability will be provided with reasonable adjustments (such as auxiliary aids and services) to overcome any disadvantage experienced in schools and increase their access to the taught curriculum.

The quality of classroom teaching provided to pupils with SEND is monitored through a number of processes that includes:-

- (1) Classroom observations by the senior leadership team, the SENCo, external verifiers;
- (2) Ongoing assessment of progress made by pupils with SEND;
- (3) Work sampling and scrutiny of planning to ensure effective matching of work to pupil need;
- (4) Teacher meetings with the SENCo to provide advice and guidance on meeting the needs of pupils with SEND;
- (5) Pupil and parent feedback on the quality and effectiveness of interventions provided;

(6) Attendance and behaviour records.

All pupils have individual curriculum targets set in line with national outcomes to ensure ambition. Parents are informed of these via the reporting system and also at events such as Parents' Evenings and support plan reviews.

Pupils' attainments are tracked using the whole school tracking system and those failing to make expected levels of progress are identified very quickly. These pupils are then discussed in termly progress meetings that are undertaken between the class/subject teacher and a member of the Senior Leadership team and if appropriate, the pupil themselves.

Additional action to increase the rate of progress will then be identified and recorded that will include a review of the impact of the differentiated teaching being provided to the child, and if required, provision to the teacher of additional strategies to further support the success of the pupil.

If we consider at this stage that special educational provision is required, we will contact parents to discuss this.

Action relating to SEN support will follow the assess, plan, do and review model:

1. Assess: Data on the pupil held by the school will be collated by the class/subject teacher in order to make an accurate assessment of the pupil's needs. Parents will always be invited to this early discussion to support the identification of action to improve outcomes.
2. Plan: If review of the action taken indicates that "additional to and different from" support will be required, then the views of all involved including the parents and the pupil, will be obtained and appropriate evidence-based interventions identified, recorded and implemented by the class/subject teacher with advice from the SENCo.
3. Do: SEN support will be recorded on a plan that will identify a clear set of expected outcomes, which will include stretching and relevant academic and developmental targets (this may include for young people targets around preparing for adulthood) that take into account parents' aspirations for their child. Parents and the pupil will also be consulted on the action they can take to support attainment of the desired outcomes. This will be recorded and a date made for reviewing attainment.
4. Review: Progress towards these outcomes will be tracked and reviewed termly with the parents and the pupil.

As a result of the review process we may decide to involve outside agencies for specialist support. The range of agencies that come into school can be found in the school's local offer (SEN information report). The school will involve external agencies as appropriate including health and social services, community and voluntary organisations for advice on meeting the needs of pupils with SEND and in further supporting families.

For a very small percentage of pupils, whose needs are significant and complex and the SEN support required to meet their needs cannot be provided from within the school's own resources, a request will be made to the Local Authority to conduct an assessment of education, health and care needs. This may result in an Education, Health and Care Plan (EHCP) being created.

How will the curriculum be matched to each child's needs?

Teachers plan using pupils' achievement levels, differentiating tasks to ensure good progress for every pupil in the classroom.

When a pupil has been identified as having special educational needs, the curriculum and the learning environment will be further adapted by the class teacher to reduce barriers to learning and enable them to access the curriculum more easily.

These adaptations may include strategies suggested by the SENCo and/or external specialists.

In addition if it is considered appropriate, pupils may be provided with specialised equipment or resources such as ICT and/or additional adult help.

All actions taken by the class teacher will be recorded and shared with parents.

How will parents know how their child is doing?

Attainments towards the identified outcomes will be shared with parents half termly at SEN support review meetings.

Information will also be given through the annual school reporting system and termly Parents Evenings.

Parents may also find the home-school diary a useful tool to use to communicate with school staff on a more regular basis.

Parents are encouraged to arrange an appointment to discuss their child's progress with the class/subject teacher, the SENCo, a member of the senior leadership team at any time when they feel concerned or have information they feel they would like to share that could impact on their child's success. Please contact the school office who will arrange this appointment for you. The contact number is 0121 705 3443..

How will parents be helped to support their child's learning?

Please look at the school website. It can be found at www.cranmoreinfantschool.co.uk and includes links to websites and resources that we have found useful in supporting parents to help their child learn at home.

The school Local Offer section of the website also gives links to websites to assist parents. This can be found in the school policies section.

The class teacher and SENCo will also suggest additional ways of supporting your child's learning.

The school organises a number of parent workshops during the year. These are advertised in the school newsletters and on our website and aim to provide useful opportunities for parents to learn more about how to support your child's learning.

If you have ideas on support that you would like to have access to in order to further support your child's learning, please contact the SENCo who will locate information and guidance for you in this area.

What support will there be for children's overall well being?

The school offers a wide variety of pastoral support for children. These include:-

An evaluated Personal, Social, Health and Economic (PHSE) curriculum that aims to provide pupils with the knowledge, understanding and skills they need to enhance their emotional and social knowledge and well being. Please visit our website to see the topics that are included within this area of the curriculum.

Small group evidence-led interventions to support pupil's well being are delivered to targeted pupils and groups. These are provided for those children identified by staff and aim to support improved interaction skills, emotional resilience and well-being.

Pupils who find less structured times beyond the classroom difficult are provided with alternative small group opportunities within the school and action is taken to develop their social interaction skills.

For information about pupils with medical needs please refer to the Medicines in Schools Policy. This can be found in the policies section of the school website.

What training do the staff supporting children and young people with SEND undertake?

The school Local SEND Offer lists the training that has been undertaken and the expertise within school to support children with SEND. This is reviewed and updated annually and can be found on the school website in the policies section under Local SEND Offer.

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

- risk assessments are carried out and procedures are put in place to enable all children to participate in all school activities
- the school ensures it has sufficient staff expertise to ensure that no child with SEND is excluded from any school provided activity

How accessible is the school environment?

Our Accessibility Plan describes the actions the school has taken to increase access to the environment, the curriculum and detailed information is available via the school website.

How will the school prepare/support my child when moving classes or joining or transferring to a new school?

Please see the school Local SEND offer on the school website for details of our transition arrangements

On entry to Cranmore the following procedures take place:

- a planned induction programme is delivered in the Summer term to support transfer for pupils starting school in September
- parents/carers are invited to a meeting at the school and are provided with a range of information to support them in enabling their child to settle into the school routine
- the SENCo meets with all new parents of pupils who are known to have SEND to allow concerns to be raised and solutions to any perceived challenges to be located prior to entry
- if pupils are transferring from another setting, the previous school/setting records will be requested immediately and a meeting set up with parents to identify and reduce any concerns. The SENCo will visit the setting where necessary to gain appropriate first hand information about children

How will I be involved in discussions about and planning for my child's education?

This will be through:-

- discussions with the class teacher, SENCo or Senior Leadership Team member
- during parents' evenings
- meetings with support and external agencies

Who can I contact for further information or if I have any concerns?

If you wish to discuss your child's special educational needs or are unhappy about any issues regarding the school's response to meeting these needs, please contact the following:-

- your child's class teacher;
- the SENCo;
- the Headteacher
- the School Governor with responsibility for SEN. The current SEN governor is Janet Marsh and they can be contacted via the school office on 0121 705 3443 or the school email at office@cranmore.solihull.sch.uk

Support Services for parents of pupils with SEN include:

- The Solihull Family Information Service who provide a comprehensive data bank for support groups and activities for children with additional needs. They can be found at [Solihull Council - Family Information Service](#)
- Parent Partnership are a confidential and impartial service in Solihull that can help parents of children with SEND and they can be found at <https://www.family-action.org.uk/solihullsendias/>
- For parents who are unhappy with the Local Authority or school responses to their child's SEND, parents may seek mediation from the regional mediation services.
- Parents and carers can also appeal to the Government's SEND tribunal if you disagree with the Local Authority's decision about your child's special educational needs. You can also appeal to the tribunal if the school or council has discriminated against your disabled child.

Information about the Local Authority's Local Offer can be found at:

<http://socialsolihull.org.uk/localoffer>

Glossary

(A glossary of terms is included in the appendices of the SEND Code of Practice)

DfE: Department for Education

EHCP: Education, Health and Care Plan

LA: Local Authority

SEN support : Extra support given to ensure the effective progress of pupils with special educational needs

SEN: Special Educational Needs

SEND: Special Educational Needs and/or Disability

SENCo: Special Educational Needs Coordinator (also written as SENCO)

Statement: Statement of Educational Need

PPS: Parent Partnership Services