Gossops Green Primary School





Special Educational Needs and Disability (SEND) Policy

Approved by: Local Governing Body (LGB)

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Staff Member: SENDCo

Link Governor: Paul Marshman





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1 Introduction

- 1.1 This policy guides the way Gossops Green Primary School meets the needs of pupils with special educational needs. Children may have special educational needs either throughout or at any time during their schoolcareer.
- 1.2 This policy has been reviewed and updated in line with the revised Special Educational Needs Code of Practice which explains the duties of local authorities, health bodies, schools and colleges to provide for those with Special Educational Needs under part 3 of the Children and Families Act 2014. We respect the right of all children in our school, irrespective of differences in ability, to access a number of areas of learning, and to develop the knowledge, skills, understanding and attitudes that are necessary for their self-fulfilment and eventual development into active and responsible adults.
- 1.3 At Gossops Green Primary School, we aim to offer excellence and choice to all our children, whatever their ability or needs. We have high expectations of all our children. We aim to achieve this through the removal of barriers to learning and participation. We want all our children to feel that they are a valued part of ourschool community. Through appropriate curricular provision, we respect the fact that children:
 - i. have different educational and behavioural needs and aspirations
 - ii. require different strategies for learning
 - iii. acquire, assimilate and communicate information at different rates
 - iv. need a range of different teaching approaches and experiences

2 Aims

2.1 The aims of this policy are:

- to create an environment that meets the special educational needs of each child, enabling them to reach their full potential
- to ensure that responsibility for provision for pupils with SEND remains an integral part of the whole school provision
- to ensure that children and young people with SEND can engage successfully in all school
 activities alongside pupils who do not have SEND, including making reasonable
 adjustments for those pupils with a disability so that they have good access to the
 curriculum and wider school learning environment
- to ensure that the special educational needs of children are identified and assessed and that all children have full access to all elements of the school curriculum
- to ensure that we challenge and extend the children through the work that we set them
- to ensure a high level of staff expertise to meet pupils' needs through universal and targeted training and continued profession development
- to promote independence and resilience in pupils with SEND so that they are well prepared for the next phase of education and transition to adulthood
- to make clear the expectations of all partners in the process through identification of roles and responsibilities in providing for children's special educational needs
- to ensure that parents are able to play their part in supporting their child's education
- to ensure that our children have a voice in this process

3 SEND Definition

Definitions of special educational needs (SEND) taken from section 20 of the Children and Families Act 2014. 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 them. A child of compulsory school age or a young person has a learning difficulty or disability if they:

- a) Have a significantly greater difficulty in learning than the majority of others of the same age or
- b) Have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.

A child under compulsory school age has special educational needs if they fall within the definition at (a) or (b) above, or would do so if special educational provision was not made for them.

Children must 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.

Children will have needs and requirements which may fall into at least one of the four areas, many children will have inter-related needs. The areas of need are:

- Communication and interaction
- Cognition and learning

- Social, emotional and mental health difficulties
- Sensory and/or physical

This policy ensures that curriculum planning and assessment for children with SEND takes account of the type and extent of the difficulty experienced by the child. We do all that we can to allow children fair and equal access to a broad and balanced Curriculum, adapting teaching methods and activities wherever possible to achieve this. The Disability Discrimination Act identifies the fact that some pupils with disabilities may have learning difficulties that call for special educational provision. However, not all children defined as disabled will require this provision. A child with asthma or diabetes, for example, may not have special educational needs, but may still have rights under the Disability Discrimination Act 2005. We will assess each child as required, and based on their identified needs, within the confines of the organisation provide the correct provision.

4 Legislation and Guidance

This is based on the statutory <u>Special Educational Needs and Disability (SEND) Code of Practice</u> and the following legislation:

- > Part 3 of the Children and Families Act 2014, which sets out schools' responsibilities for pupils with SEND
- > The Special Educational Needs and Disability Regulations 2014, which set out local authorities' and schools' responsibilities for education, health and care (EHC) plans, SEND co-ordinators (SENDCOs) and the special educational needs (SEN) information report
- ➤ The Equality Act 2010 (section 20), which sets out the school's duties to make reasonable adjustments for pupils with disabilities
- ➤ The Public Sector Equality Duty (section 149 of the Equality Act 2010), which set out the school's responsibilities to eliminate discrimination, harassment and victimisation; and advance equality of opportunity and foster good relations between people who share a protected characteristic (which includes having a disability) and those who don't share it
- > The Governance Handbook, which sets out governors' responsibilities for pupils with SEND
- > The <u>School Admissions Code</u>, which sets out the school's obligation to admit all pupils whose education, health and care (EHC) plan names the school, and its duty not to disadvantage unfairly children with a disability or with special educational needs

5 Educational Inclusion

Teachers and other staff respond to children's needs by:

- Providing support for children who need help with communication, language, literacy and numeracy
- Providing support for children with mental health, emotional and social difficulties
- Helping children to manage their behaviour and to take part in learning effectively and safely
- Helping children to manage their emotions, and to take part in learning
- Planning for children's full participation in learning, and in physical and practical activities

6 Identification of Children with Learning Difficulties – A Graduated Approach

Early identification is vital. The class teacher informs the parents at the earliest opportunity to alert them to concerns and enlist their active help and participation.

Assess - Plan - Do - Review

- 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 our school, 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.
- 6.2 If our assessments show that a child may have a learning difficulty, we use a range of strategies that make full use of all available classroom and school resources. The child's class teacher will offer interventions that are different from, or additionalto, those provided as part of the school's usual working practices. The class teacher will keep parents informed and draw upon them for additional information. The Special Educational Needs and Disability Co-ordinator (SENDCO), if not already involved, will become involved if the teacher and parents feel that the child would benefit from further support. The SENDCO will then take the lead in further assessments of the child's needs.
- 6.3 If support is needed from outside services, we will consult parents prior to any support being actioned. In most cases, children will be seen in school by external support services. This may lead to additional or different strategies being put in place and the child will be added to the SEND Register. The new strategies will, wherever possible, be implemented in the child's normal classroom setting. We may record the strategies used to support the child within an Individual Learning Plan (ILP). This will show the short-term targets set for the child and the teaching strategies to be used. It will also indicate the planned outcomes and the date for the plan to be reviewed. In most cases, this review will take place once a term.
- 6.4 If the child continues to demonstrate significant cause for concern, a request for statutory assessment will be made to the Local Authority to see if an Education and Health Care Plan (EHCP) is appropriate. The guidelines in place from the Authority will be referred to by the SENDCO to ascertain whether a request is appropriate. A wide range of written evidence and reports about the child will support the request.
- **6.5** In our school the SENDCO:
 - manages the day-to-day operation of the policy
 - co-ordinates the provision for and manages the responses to children's special needs, including social, emotional and mental health needs
 - liaises with the Nurture Lead regarding social and emotional provision
 - supports and advises colleagues
 - oversees the records of all children with special educational needs
 - acts as the link with parents
 - acts as link with external agencies and other support agencies
 - monitors and evaluates the special educational needs provision and attends a termly meeting with the SEND link governor
 - manages a range of resources, human and material, to enable appropriate provision for children with special educational needs
 - contributes to the professional development of all staff.

7 Identification of Young Carers

- 7.1 The whole school is committed to meeting the needs of young carers so that they can attend and enjoy school in the same way as other pupils/students and achieve their potential.
- 7.2 The school only shares information with professionals and agencies on a need-to-know basis in order to support pupils and their families.
- 7.3 The school has an effective referral system and strong partnership in place with relevant external agencies, including the school nurse and the local young carers' service.

8 Teaching for Learning

- **8.1** All children have an entitlement to a broad and balanced curriculum, which is differentiated to enable children to:
 - i. understand the relevance and purpose of learning activities
 - ii. experience levels of understanding and rates of progress that bring feelings of success and achievement
- **8.2** Teachers use a variety of teaching methods and strategies to respond to the differences learners with special needs, such as Dyslexia or attention deficit hyperactivity disorder (ADHD), may encounter.
- 8.3 We support children in a manner that acknowledges their entitlement to share the same learning experiences that their peers enjoy. Wherever possible, we do not withdraw children from the classroom situation. There are times, though, when to maximise learning, we ask the children to work in small groups, or in a one-to-one situation outside the classroom. Likewise, in some situations, it can be in the best interest of the child to be placed on a part-time timetable.
- **8.4** Children meet a variety of organisational strategies as they move through the school. Each strategy supports all children in their learning but gives due regard to the range of attainment.
- 8.5 Teachers regularly review the progress of children, and often teach children in mixed achievement groups to maximise peer support and ensure that children are not negatively labelled, even subconsciously. Teachers plan work that matches the needs of each child.

9 The Role of the Local Governing Body (LGB)

- **9.1** The local governing body has due regard to the Code of Practice when carrying out its duties toward all pupils with special educational needs and disability.
- 9.2 The local governing body does its best to secure the necessary provision for any pupil identified as having special educational needs/disability. 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. The local governing body ensures that parents are notified of a decision by the school that SEND provision is being made for their child.
- 9.3 The local governing body has identified a governor to have specific oversight of the school's provision for pupils with special educational needs and disability. The 'responsible person' in this school is the SENDCO, supported by the Principal. The SENDCO ensures that all those who teach a pupil with an Education and Healthcare Plan (EHCP) or statement of special educational needs (SSEN) are aware of the nature of the statement.
- The SEND link governor ensures that all governors are aware of the school's SEN provision. Information will be included as part of the 'Principal's Update' to the LGB.

10 Allocation of Resources

The SENDCO is 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 and Health Care Plans and informs the local governing body of how the funding allocated to support special educational needs and disability has been employed.

11 Partnership with Parents

- 11.1 The school works closely with parents in support of those children with special educational needs and disability. We encourage an active partnership through an ongoing dialogue with parents.
- 11.2 As part of our statutory obligation, the Parent Handbook contains a summary of our policy for special educational needs, and the arrangements made for these children in our school.
- **11.3** We inform the parents of any outside intervention, and we share the process of decision-making, by providing clear information relating to the education of children with special educational needs and disability.
- **11.4** The school actively seeks feedback and ideas from young carers' families to shape and improve support.

12 Pupil Participation

- 12.1 In our school we encourage children to take responsibility and to make decisions. This is part of the culture of our school and relates to children of all ages. The work in the Early Years Foundation Stage recognises the importance of children developing social as well as educational skills.
- 12.2 Children are involved at an appropriate level in setting targets and in the termly review meetings. Children are encouraged to make judgements about their own performance against their targets. We recognise success here as we do in anyother aspect of school life.
- 12.3 The school actively seeks feedback and ideas from young carers to shape and improve support.

13 Monitoring and Evaluation

- **13.1** The SENDCO monitors the movement of children within the SEND system in school.
- **13.2** The SENDCO provides Senior Leaders regular updates on the impact of the SEND practices across the school.
- 13.3 The SENDCO supports teachers in planning for children with SEND. The SENDCO and the Principal hold regular meetings to review the work of the school in this area. The SENDCO and the named governor with responsibility for special needs and disability also hold termly meetings.
- 13.4 The Nurture team monitors the progress of young carers on a regular basis and gives feedback to the DSL. The monitoring includes feedback from parents and children, as well as regular classroom observations of teaching and learning.
- 13.5 The governing body reviews this policy annually and considers any amendments in the light of the findings.

14 Admissions and Transfers of children with SEND

Procedures for admissions and transfers of children with SEND are in line with our TCT admission policy with the proviso that we can meet the needs of the child. It should be noted that for children with an EHCP/SEN, admissions and transfers are managed by the Special Educational Needs Assessment Team

(SENAT) and will be considered after an Annual Review when possible. 15 **Complaints Procedure** Any concerns regarding provision for children with SEND should initially be referred to the SENDCO, and then on to the Deputy Principal, Mr Warwick. This is in line with our School Complaints Policy.



Appendix 1 - Gossops Green Graduated Approach to SEND

The Four Broad Areas of Need			
Cognition and	Where children and young people learn at a slower pace than others their age, they may:		
learning	have difficulty in understanding parts of the curriculum		
	 have difficulties with organisation and memory skills 		
	 have a specific difficulty affecting one particular part of their learning such as in literacy or numeracy 		
	The term 'learning difficulties' covers a wide range of needs, including moderate learning difficulties (MLD), severe learning difficulties (SLD) and profound and multiple difficulties (PMLD). Specific learning difficulties (SpLD) such as dyslexia, dyspraxia and dyscalculia come under this term.		
Communication and interaction	Where children and young people have speech, language and communication difficulties which make it difficult for them to make sense of language or to understand how to communicate effectively and appropriately with others.		
	Children and young people with an Autistic Spectrum Disorder, including Asperger's Syndrome, are likely to have difficulties with social interaction.		
Social, emotional and	Children and young people may experience a wide range of social and emotional difficulties which present themselves in many ways. They may:		
mental health	 have difficulty in managing their relationships with other people 		
difficulties	be withdrawn		
	 behave in ways that may hinder their, and other, children's learning or that have an impact on their health and wellbeing 		
	This broad area includes attention deficit disorder (ADD), attention deficit hyperactivity disorder (ADHD) or attachment disorder. It also includes behaviours that may reflect underlying mental health difficulties such as anxiety, depression, self-harming and eating disorders.		
Sensory and/or	Where children and young people have visual and/or hearing impairments, or a physical		
physical	need that means they must have additional on-going support and equipment.		

Wave Indicator	Expected Approach	
Wave 1	Watching waiting period for 6 weeks	
Wave 2	Watching waiting for 10 weeks	
Wave 3	SENDCo intervention	
wave 5	Possible EHCP (Educational and health Care Plan)	

Indicators of Need			
Wave 1		General approaches to impl	ement consistently for a
Child may:		minimum of 6 weeks	
- present as a vulnerable	e or inexperienced learner	- Quality first teaching fo	r every child
- not be making expected	d progress.	- High levels of challenge	and expectation
- have low baseline scor	es	- Differentiated curriculum planning and engaging	
- have unclear speech		activities	
 have difficulty starting 		- Formative assessment / effective feedback	
- have poor concentration		- In-class targeted teache	
- have difficulty organisi	_	-	ng / modelling/ explaining
 lack social skills/struggl 		- Increased visual aids e.g	
 use avoidance strategi 	es	- Subject specific vocabul	•
- be EAL		- Development of metaco	
- be anxious/have angry		- Encouraging independer	
- struggle to self-regulate	2	- Benchmark (Reading as	_
- low attendance		- DREAM (Daily Reading Engagement Activates	
		Memory) programme	
		- First language assessment	
		- Social stories and comic strips	
Cognition and learning	Communication and	Social, emotional and	Sensory and/or physical
	interaction	mental health difficulties	
Brain breaks/Active	Positioning for learning	Whole school behaviour	Flexible teaching
breaks	Learning through talk and	policy / whole school rules	arrangements
Use of writing frames	discussion	Whole school reward and	Staff aware of implications
Use of cloze* procedures Scaffolded tasks	Use of simplified or	sanctions systems Circle Time	of physical impairment Use of BSL
	alternative language Use of symbols	Lunchtime club	
Access to ICT, including	Extra support for	PSHE (Personal and Social	Specialist resources e.g. writing slopes, pencil grips,
word processor Access to whole school	transitions	Health Education) focused	switches, ear defenders
homework clubs	(EYFS)Language Link -	work	Motor skills development
Homework clubs	screening	Whole school mindfulness	in EYFS
	(EYFS) NELI – Early	programme	Improved accessibility of
*is a technique for omitting	, ,	1 -0 -	building
	Language Intervention –	I SWAN Emotional Looker	
	Language Intervention –	SWAN Emotional Toolkit Doodle book	1
words from a passage so that	Language Intervention – screening	Doodle book	Moving and handling
words from a passage so that the reader is forced to use			Moving and handling training
words from a passage so that the reader is forced to use background experience,		Doodle book	Moving and handling
words from a passage so that the reader is forced to use background experience, knowledge, vocabulary and		Doodle book	Moving and handling training
words from a passage so that the reader is forced to use background experience,		Doodle book	Moving and handling training

Wave 2 (ILP)		General approaches to implement consistently for a	
Child may:		minimum of 10 weeks	
 have attainment below age related expectations (at least a year) not be making expected progress despite targeted support have some difficulty retaining and using learned skills independently demonstrate some difficulty articulating ideas. have difficulty in following a two-step instruction be unable to self-regulate with support 		 Early discussion with SENDCo/Nurture Lead Implement further strategies/assessments – support from the SEND team Observations/suggestions from external agencies Individual Learning Plan 	
Cognition and learning	Communication and	Social, emotional and	Sensory and/or physical
Dyslexia Screener	interaction Teacher/TA support	mental health difficulties Circle of Friends	Additional keyboard skills
Coloured paper/overlays	speech and language	Nurture mentors	training
Non-white screen	Speech and Language	Lego Therapy	Additional fine motor skills
backgrounds	Therapist	ELSA (Emotional Learning	practice
SEND assessments and	Language Link	Support Assistant)	Occupational Therapy
advice	Speech and language	Calm boxes	referral
DREAM Programme	group support	Peer buddies	Ed Psych referral
Catch up programmes	Speech/Language and	Pastoral Support Plan	School Nurse referral
Phonics	Communication	(PSP)	ASCT referral
Booster sessions	Progression Tool	Boxall Profile Assessment	Physio referral
Class TA/SEND TA support	(Intervention)	(Nurture team)	,
In-class targeted teacher	Ed Psych	Play Therapy/Counselling	
support	,	Autism & Communication	
Guided reading focus		Team (ASCT)	
groups		Learning Behaviour Team	
Learning mentors		(LBAT)	
Peer buddies		Ed Psych	
	1	1	İ

CAMHS (Children and Adolescent Mental Health

Services)

Ed Psych advice/referral

Precision teaching

Wave 3 (likely to have a diag	gnosis)	General approaches	
Considering or has an EHCP			
 have significant general delay have a specific area of learning difficulty show limited impact from strategies suggested from external agencies (over a period of time) have difficulty in retaining learned skills and/or knowledge and in using basic skills independently present difficulties with acquiring pre-requisite skills for literacy e.g. phonological awareness, visual memory/discrimination, early number skills have a restricted vocabulary require significant adult support to engage and sustain a task have a short span of concentration on directed tasks of less than 5 minutes 		 Year 6 SATS support Individual strategies outlined on Pupil Passport and EHCP Advice from EP / Specialist teacher 	
Cognition and learning	Communication and	Social, emotional and	Sensory and/or physical
	interaction	mental health difficulties	
Reduced/ increasingly personalised timetable	Social skills group Circle of Friends Speech and Language support / advice AAC (Augmentative and Alternative Communication) e.g. Makaton, PECS (Picture Exchange Communication System) ICT (Information and Communications Technology – Writing with Symbols Additional support for transition e.g. extra visits	Individual counselling Individual reward system Social skills training Anger management skills Re-integration programme Peer mentoring Pastoral support plan Time-out Family support groups	Physiotherapy programme Occupational therapy programme Motor skills programme ICT e.g. Access to PC with switch Use of appropriate resources e.g. radio aids Signing

Area of	Wave 1	Wave 2	Wave 3
Need	Approaches you can try:	Personalised Intensive Approach	SEN provision / EHCP
11000	Quality First Teaching	(Classroom Strategies/ILP)	
	6 weeks watchful waiting	10 weeks watchful waiting	
	Brain breaks/Active breaks	Dyslexia Screener	Reduced/ increasingly
	Use of writing frames	Coloured paper/over lays	personalised timetable
	Use of cloze procedures	Non-white screen backgrounds	
ing	Scaffolded tasks	SEND assessments and advice	
Cognition and learning	Access to ICT, including word	DREAM Programme	
l le	processor	Catch up programmes – Phonics	
and	Access to whole school homework	Booster sessions	
on 8	clubs	Class TA/SEND TA support	
itic		In-class targeted teacher support	
ogr		Guided reading focus groups	
O		Learning mentors	
		Peer buddies	
		Ed Psych advice/referral Precision teaching	
	Positioning for learning	Teacher/TA support speech and language	Social skills group
ion	Learning through talk and discussion	Speech and Language Therapist	Circle of Friends
acti	Use of simplified or alternative	Language Link	Speech and Language
ter	language	Speech and language group support	support / advice
i.	Use of symbols	Speech/Language and Communication	ACC e.g. Makaton, PECS
anc	Extra support for transitions	Progression Tool(Intervention)	ICT – Writing with Symbols
ou	(EYFS)Language Link - screening	Ed Psych	Additional support for
ati	(EYFS) NELI (Nuffield Early Language	,	transition e.g. extra visits
jur	Intervention) – Early Language		
שנ	Intervention – screening		
Communication and interaction			
	Whole school behaviour policy /	Circle of Friends	Individual counselling
_	Whole school rules	Nurture mentors	Individual reward system
nta	Whole school reward and sanctions	Lego Therapy	Social skills training
me	systems	ELSA	Anger management skills
and mental ulties	Circle Time	Calm boxes	Re-integration programme
()	Lunchtime club	Peer buddies	Peer mentoring
Social, emotional health diffic	PSHE focused work	Pastoral Support Plan (PSP)	Pastoral support plan
oti Ith	Whole school mindfulness	Boxall Profile Assessment (Nurture team)	Time-out
em	programme	Play Therapy/Counselling	Family support groups
ial,	SWAN (Social Wellbeing and	Autism & Communication Team (ASCT)	
300	Nurture) Emotional Toolkit	Learning Behaviour Team (LBAT)	
"	Doodle book	Ed Psych	
	Fidget toy	CAMHS	Dhuniath arens are are
ical	Flexible teaching arrangements	Additional keyboard skills training Additional fine motor skills practice	Physiotherapy programme
	Staff aware of implications of physical impairment	Occupational Therapy referral	Occupational therapy programme
hys	Use of BSL (British Sign Language)	Ed Psych referral	Motor skills programme
r P	Specialist resources e.g. Writing	School Nurse referral	ICT e.g. Access to PC with
q/ه	slopes, Pencil grips, switches, ear	ASCT referral	switch
Sensory and/or physical	defenders	Physio referral	Use of appropriate resources
ory	Motor skills development in EYFS	,	e.g. radio aids
nsc	Improved accessibility of building		Signing
Se	Moving and handling training		
	Sensory resources		

Appendix 2 - Acronyms

AAC – Augmentative and Alternative Communication

ACC - Augmentative and Alternative Communication

ASCT – Autism and Social Communication Team

BSL – British Sign Language

CAMHS – Children and Adolescent Mental Health Services

DREAM – Daily Reading Engagement Activates Memory

EHCP – Education and Health Care Plan

ELSA – Emotional Learning Support Assistant

EP – Education Psychologist

LBAT – Learning Behaviour Advisory Team

MLD – Moderate Learning Difficulties

NELI - Nuffield Early Language Intervention

PECS – Picture Exchange Communication System

PMLD - profound and multiple difficulties

PSP – Pastoral Support Plan

SENAT - Special Educational Needs Assessment Team

SSEN - Statement of Special Educational Needs

SLD – Severe Learning Difficulties

SpLD - Specific Learning Difficulties

SWAN – Safety, Wellbeing & Nurture