

## Special Educational Needs and Disability Policy

### Policy Monitoring, Evaluation and Review

This policy is effective for North Mead Primary Academy, an academy within The Mead Educational Trust.

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<b>Approved by:</b>	B Burpitt
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### Revision History:

Version	Date	Author	Summary of Changes:
1.0	2013	JF	Policy Review due
2.0	30.09.2016	JH	To reflect Academy status and review due
3.0	28.10.18	JH	To update Trust name change
4.0	25.10.19	RM	To update logo/name change and review due
5.0	26.10.20	RM	To update identifying children and review due
6.0	24.10.21	SB	To update Y6 transition arrangements and review due
7.0	25.10.22	SB	BERA info added
8.0	23.10.2023	KHD	Annual Review

## **Special Educational Needs and Disability (SEND) Policy**

North Mead Primary Academy is an inclusive school. We take safeguarding very seriously and all of our policies are developed with a high priority on children's safety and in the light of our safeguarding policy. All of our school policies are interlinked and should be read and informed by all other policies.

This SEND policy is written to comply with the 2014 Children and Families Act and its SEND Code of Practice together with the Equality Act 2010.

### **The shared responsibility of SEND at North Mead Primary Academy**

Enquiries about an individual child's progress should be addressed at first to the class teacher since he or she is the person who knows the child best. Other enquiries can be addressed to Kirsten Holland – Special Educational Needs and Disability Coordinator (SENDCo). Please make an appointment with the school office if you wish to speak to the SENDCo.

### **Headlines from the 2014 Code of Practice**

- No more statements will be issued by the Local Authority (LA). Statements have been replaced by Education, Health and Care Plans (EHC Plans) which can be used to support children from birth – 25 years.
- School Action and School Action Plus have been replaced by one school based category of need known as 'Special Education Needs Support' (SENS).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 SENDCo.
- There are four broad categories of SEND:
  - **Communication and interaction** (such as autistic spectrum and language disorders)
  - **Cognition and learning** (such as dyslexia, dyspraxia and dyscalculia, moderate learning difficulties and global development delay)
  - **Social, emotional and mental health difficulties** (such as ADHD, ADD, attachment disorders, emotional difficulties, mental health difficulties)
  - **Physical and sensory** (such as hearing or vision impaired)
- We have children in all these categories of SEND and some children may have difficulties in more than one category. This may include children with a diagnosis as well as those with learning profiles consistent with the diagnosis.
- We strive to work closely with parents and children to ensure that we take into account the child's own views and aspirations and the families' experience of, and hope for, the child. Families are invited to be involved at every stage of planning and reviewing SEND provision for their child.

- All children benefit from 'Quality First Teaching': meaning that teachers assess, plan and teach all children at the level which allows them to make progress with their learning. In addition, we implement some focussed interventions to target particular skills.
- We have high expectations of all our children. Tracking and monitoring of our SEND children is in line with whole school practice.

## **Defining SEND**

The 2014 Code of Practice says that:

A person has SEND if they have a learning difficulty or disability which call 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 of the same age, or, has a difficulty 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 SEND Code of Practice: 0-25 Years; Introduction xiii and xiv

## **SEND and North Mead Primary Academy**

Our objectives are:

- To identify, at the earliest opportunity, barriers to learning for pupils with SEND.
- 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 and families.
- To work with the Governing Body to enable them to fulfil their statutory monitoring role with regard to this document.
- 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.

## Identifying children at SENS (SEND support)

Children with SEND are identified by one of three assessment routes all of which are part of the overall approach to monitoring progress of all pupils:

1. The progress of every child is monitored at regular pupil progress meetings. Where children are identified as not making progress in spite of Quality First Teaching, they are discussed with the SENDCo and a plan of action is agreed with the teacher and shared with parents. A half term 'investigating individual needs' plan will take place. This will involve identifying the child's needs, early intervention and the graduated approach through following the guidelines shared in the "Inclusive Provision for SEND Pupils" document by Leicester City Council.
2. Class teacher are continually aware of children's learning. If they observe that a child, as recommended by the 2014 Code of Practice, is making less than expected progress, given their age and individual circumstances, they will seek to identify a cause. This can be characterised by progress which:
  - is significantly slower than that of their peers starting from the same baseline (two year delay in reading age, two year delay in spelling age, two year delay in maths age- 1 within on entering year 3.
  - makes little or no progress even when teaching has targeted identified areas of weakness.
  - consistently presents emotional or behavioural difficulties which are not reduced by behaviour management techniques usually used in school.
  - sensory or physical problems, and continues to make little or no progress, despite the provision of specialist equipment.
  - communication and/or interaction difficulties, and continues to make little or no progress despite a differentiated curriculum.
  - fails to match or better the child's previous rate of progress.
  - fails to close the attainment gap between the child and their peers.
3. Parents sometimes ask us to look more closely at their child's learning. We take all parental requests seriously and strive to investigate them all. Frequently, the concern can be addressed by Quality First Teaching or some parental support. Otherwise, a graduated response is implemented by school. This may result in the child being placed on the SEND register at SENS.

The SENDCo or other trained staff may need to undertake a range of standardised tests with children. These assessments can be used to add to and inform teachers' own understanding and assessments of a child. Our provision maps outline the steps involved and the support offered during identification.

Although the school can identify special educational needs, and make provision to meet those needs, we do not offer diagnoses. Parents are advised to contact their GP if they think their child may have an underlying medical condition or disability.

## **Working with Parents and Children**

We aim to have good and informative relationships with all of our parents. If a child is experiencing difficulties, parents will be informed either at parents' meetings (autumn and spring terms) or during informal meetings to discuss the child's progress.

A summary 'mid year report' is given out during the Spring Term and a formal written end of year report will be sent at the end of the Summer Term. Other informal meetings may be scheduled at other time throughout the year and parents are welcome to seek advice and support about their child at any pre-arranged time.

Parents are invited to contribute to meetings 3 times a year (following assessment periods) where they will be asked to contribute to outcomes for their child and they will review progress towards previous targets. Care plans will be reviewed annually unless medical conditions change, under guidance from the schools 'Supporting children with medical conditions' policy.

## **Paperwork for children at SENS (SEN Support)**

Once a child has been identified as needing SENS, some of the following paperwork may need to be completed. This means that the child has outcomes that are in addition to their class targets.

- Intervention group targets and timetabled extra provision
- Checklists
- Assessments and tests
- Schools internal monitoring paperwork
- Element 3 funding applications
- Positive Behaviour Plan (PBP)
- Care plans
- Personal Education Plan (PEP)
- Pupil passports
- School Contract for transition
- Proposal for Education, Health and Care Plan.
  
- Referral to an outside agency listed below:
  - Speech and Language Therapist (SALT)
  - Educational Psychology Service (EPS)
  - Complex Learning, Communication and Interaction Team (CLCI)
  - Vision and Hearing support service
  - Primary Social, Emotional and mental Health Service (SEMH)
  - School Nurse
  - Referral to Paediatrician for medical needs by supporting parents to speak with their GP
  - Family Support Worker

## **Moving to an EHC Plan (Education, Health and Care Plan)**

Following consultation between families, school and relevant outside agencies, we may consider applying for the Education, Health and Care Needs assessments if:

- The child has not made expected progress despite the school having taken relevant and purposeful action to identify, assess and meet their SEND.
- The child has a disability which is life-long and which means that they will always need support to learn effectively.
- The child's achievements are so far below their peers that we think it is likely that they may at some point benefit from special school provision.

Having a diagnosis (e.g., of ASD, ADHD or dyslexia) does not mean that a child needs an EHC Plan.

If the application for an EHC Plan is successful, an Integrated Assessment Meeting (IAM) will take place for parents, the child and the school, together with any health or social care professionals who are involved with the family upon request. The meeting will record the child's strengths, their dreams and aspirations as well as the barriers they face. Following the meeting, the LA will produce the EHC Plan which will record the decisions made at the meeting. The Plan will be reviewed at least annually and school will invite families and all agencies involved with the child. This is called an Annual Review meeting and the outcomes are recorded on an Annual Review return and sent to the Local Authority.

## **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 with their peers. Children with SEND are entitled to be taught by their teacher, not always by a Teaching Assistant (TA). Teachers aim to spend time each day working with all children with SEND, individually or as part of a group.

When allocating additional TA support to children, our focus is on outcomes, not hours: we aim to put in sufficient support to enable the child to reach their challenging targets, but without developing learned dependence on an adult.

The school has a range of interventions available which are listed on a '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 SENDCo and Phase Leaders who monitors overall progress and impact after the intervention.

- Interventions are planned in blocks and have clear entry and exit criteria.
- 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 allow a period of consolidation in class.

The SENDCo monitors interventions to identify 'what works'.

## **Adaptations to the curriculum teaching and learning environment**

At North Mead we follow the 'Best Endeavours, Reasonable Adjustments' (BERA) document provided by the Local Authority. This outlines best inclusive practice for all children. North Mead Primary Academy is disability friendly. The school is split over two levels with lift access across the ground floor. Corridors are wide and we have an easy access toilet. Where and when appropriate, we make changes to the environment or building that are necessary for children with physical or other sensory disabilities.

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 National 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 amendments and adaptations 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 SEND or medical needs.

## **Staff expertise**

All of our teachers are trained to work with children with SEND. Some are very experienced, and other less so, but all have access to advice, information, resources and training to enable them to teach all children effectively. We offer training and self-help opportunities through access to in house or LA courses, provision of books or guidance towards helpful websites.

Some of our TAs have expertise and training on other areas or specific interventions. We are working towards a model of 'experts' in different areas of SEND. All TAs work with children with SEND.

If we identify information we can't access without the aid of additional, more specialist help, the school is able to access additional expertise from the LA. This includes access to Educational Psychologists and Advisory Teachers.

## **Children with social, emotional and mental health needs**

All children are treated as individuals and all adults work together to meet every child's academic and pastoral support needs. This includes other professionals working within the school such as the Learning Mentors and out Family Support Worker. Emotional literacy is a crucial part of a child's development and well-being, and all aspects of this are considered.

Behaviour is not classified as SEND. If a child shows consistent unwanted behaviours, the class teacher will assess 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) we may refer to relevant outside agencies to support the family and child through that process.

If parents and school are concerned that the child may have mental health needs, we encourage the parents to ask their GP for a referral to CAMHS (Child and Adolescent Mental Health Services), or the school may make the referral through the Educational Psychologist or school nurse.

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 SEND. 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 Nursery to Reception- as smoothly 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 or social story.
- Enhanced transition arrangements are tailored to meet individual needs.

**Transition to Secondary School:** The secondary school SENDCo 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. Y6 Annual Reviews must be submitted by the October half term of Y6.

**Governors:** It is the statutory duty of the governors to ensure that the school follows its responsibilities to meet the needs of children with SEND following the requirements of the Code of Practise 2014.

**Complaints:** The school works, wherever possible, in partnership with parents to ensure a collaborative approach to meeting pupils' needs. All complaints are taken seriously and are heard through the school's complaints policy and procedure.

**Leicester City Local Offer:** The purpose of the local offer is to enable parents and young people to see more clearly what services are available in their area and how to access them. It includes provision from birth to 25, across education, health and social care. The local Offer is available from the website <http://families.leicester.gov.uk/local-offer/>

**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-judgemental attitude throughout school.



