

Greentrees Primary School

Special Educational Needs and Disability (SEND) Policy

Definition of Special Educational Needs and Disability (SEND)

"Children have special educational needs if they have a *learning difficulty* which calls for *special educational provision* to be made for them. Children have a *learning difficulty* if they: -

Have a significantly greater difficulty in learning than the majority of children of the same age; or

Have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for children of the same age in school."

This SEND policy was reviewed during January 2017. This document should be read in conjunction with the SEND School Offer on the school web-site

It should also be read in conjunction with the *School Brochure, the Charter for Learning, Curriculum Statements, Learning and Teaching Policy, Behaviour Policy, Assessment Policy, Marking and Feedback Policy, Single Equalities Policy, Complaints Policy and Safeguarding Policy.*

This policy is reviewed annually and will be reviewed in 2018.

Aims

We believe in providing every possible opportunity to develop the full potential of all children. All children will have the right to a broad and balanced curriculum including extra-curricular activities where appropriate and full access to the National Curriculum. All children are valued and their self-esteem promoted. We work in close partnership with parents/carers who play an active and valued role in their child's education. Our aim is that all children with special educational needs participate in activities compatible with the efficient education of other children and the efficient use of resources. These aims are in addition to our school aims:

- to provide an enriching experience in which learning flourishes and where achievements are celebrated.
- to provide an innovative and stimulating curriculum.
- to enable children to become independent, life-long learners, who know how to succeed.
- to respect and value all members of our school's community regardless of ability, aptitude, gender or race.
- to nurture all aspects of personality - intellectual, emotional, creative, physical and spiritual.
- to challenge all children according to their individual needs, so that they achieve their true potential academically, physically and socially.
- to work in close partnership with parents.
- to put 'Emotional Literacy' at the heart of the school's ethos and curriculum. We encourage caring, harmonious relationships between all members of the school's

community, thus ensuring that standards of behaviour are high. We believe that behaviour has a huge impact on the quality of life, and as adults it will have a more important influence than economic progress on the individual's happiness. All adults are role models.

- to enable children to take their place in society with confidence, able to cope with the changes the future will bring - through resilience, resourcefulness, reflection and reciprocity.
- to create good citizens who are self-reliant, but able to contribute to the wider and global community.
- to develop people who have a concern for the environment.
- to create happy and healthy individuals.

Objectives of this Policy

The objectives of our practice at Greentrees Primary School are to:

- achieve the best possible outcomes for each individual
- provide curriculum access for all
- secure high levels of achievement for all
- meet individual needs through a wide range of provision
- attain high levels of satisfaction and participation from pupils, parent and carers
- carefully map provision for all vulnerable learners to ensure that staffing deployment, resource allocation and choice of intervention is leading to positive outcomes
- ensure a high level of staff expertise to meet pupil need, through well targeted continuing professional development.
- work in cooperative and productive partnership with the Local Authority and other outside agencies, to ensure there is a multi-professional approach to meeting the needs of all vulnerable learners.

In all that we do at Greentrees Primary School we work towards **the best possible outcomes for ALL children**. We fully support the National Curriculum 2014, when it states learning in schools should, *"promote children's self-esteem and emotional well-being and help them to form and maintain worthwhile relationships based on respect for themselves and others."*

We also support the introductory aims of the National Curriculum 2014 when it sets out to, *"provide pupils with an introduction to the essential knowledge that they need to be educated citizens. It introduces pupils to the best that has been thought and said; and helps engender an appreciation of human creativity and achievement."*

Introduction

This SEND Policy reflects the changes brought into place by the SEND Code of Practice 2014. There are a number of changes since the previous Code of Practice was published in 2001. The main changes from the SEND Code of Practice (2001) reflect the changes introduced by the Children and Families Act 2014. These are stated in the new Code as follows:

- the Code of Practice (2014) covers the 0-25 age range and includes guidance relating to disabled children and young people as well as those with SEND
- there is a clearer focus on the participation of children and young people and parents in decision-making at individual and strategic levels

- there is a stronger focus on high aspirations and on improving outcomes for children and young people
- it includes guidance on the joint planning and commissioning of services to ensure close co-operation between education, health and social care
- it includes guidance on publishing a Local Offer of support for children and young people with SEND or disabilities
- there is new guidance for education and training settings on taking a graduated approach to identifying and supporting pupils and students with SEND (to replace School Action and School Action Plus)
- for children and young people with more complex needs a co-ordinated assessment process and the new 0-25 Education, Health and Care plan (EHC plan) replace statements and Learning Difficulty Assessments (LDAs)
- there is a greater focus on support that enables those with SEND to succeed in their education and make a successful transition to adulthood
- Information is provided on relevant duties under the Equality Act 2010 and provisions of the Mental Capacity Act 2005.

Legislative Compliance

This policy complies with the guidance given in Statutory Instrument: Special Educational Needs (Information) Regulations (Clause 64). It has been written as guidance for staff, parents or carers and children with reference to the following guidance and documents:

SEND Code of Practice (which takes account of the SEND provisions of the SEND and Disability Act 2001) September 2014

Ofsted Section 5 Inspection Framework January 2014

Ofsted SEND Review 2010 "A Statement is not enough"

Equality Act 2010

Education Bill 2011

Children and Families Act 2014

Inclusion Statement

We endeavour to achieve maximum inclusion of all children (including vulnerable learners), whilst meeting their individual needs. At Greentrees Primary School:

- teachers provide differentiated learning opportunities for all the children within the school and provide materials appropriate to children's interests and abilities. This ensures that all children have full access to the school curriculum
- Special Educational Need may be an explanation for delayed or slower progress but is not used as an excuse, we make every effort to narrow the gap in attainment between vulnerable groups of learners and others
- English as an Additional Language (EAL) is not considered a Special Education Need. Differentiated work and individual learning opportunities are provided for children who are learning EAL as part of our provision for vulnerable learners

- a learner may have a special educational need but be simultaneously able and interested in other areas
- we focus on individual progress as the main indicator of success
- we strive to make a clear distinction between "underachievement", often caused by a poor early experience of learning and "special educational needs"
- some pupils in our school may be underachieving but will not necessarily have a special educational need. We spot this quickly and ensure that appropriate interventions are put in place to help these pupils catch up
- when pupils genuinely have special educational needs, which may lead to lower-attainment (though not necessarily to under-achievement) we ensure that such pupils have the maximum opportunity to attain and achieve in line with peers
- we compile accurate assessments of need and implement carefully planned programmes, which address the root causes of any learning difficulty. These are provided, initially, through additional support funded from the devolved schools budget.

SEND Code of Practice 2014

The Special Educational Needs (SEND) Code of Practice: for 0 to 25 years identifies the four broad areas of Special Educational Needs;

1. Communication and Interaction
2. Cognition and Learning
3. Social, mental emotional health
4. Sensory and/or physical disability

The SEND register identifies pupils as those with an Educational, Health and Care Plan and those who receive additional SEND support. All vulnerable learners are included on a whole-school Provision Map and class Provision Maps whether they are on the SEND register or not. Under-achieving pupils and pupils with EAL, who do not have SEND are not placed on the list of pupils being offered additional SEND support, but are on the school's Provision Map.

The whole school Provision Map enables the school to:

- plan strategically to meet pupils' identified needs and track their provision.
- audit how well provision matches need
- implement the 'Assess, Plan, Do, Review' approach advocated in the Code of Practice
- recognise gaps in provision
- highlight repetitive or ineffective use of resources
- cost provision effectively
- demonstrate accountability for financial efficiency
- demonstrate to all staff how support is deployed
- inform parents, LA, external agencies and Ofsted about resource deployment
- focus attention on whole-school issues of learning and teaching as well as individual needs, providing an important tool for self-evaluation
- report trends to governors

Curriculum Access and Provision for vulnerable learners

Where children are underachieving and/or identified as having special educational needs, the school uses a combination of personalised approaches to work towards achieving positive outcomes for each pupil. At Greentrees Primary School we

- differentiate work as part of quality first teaching
- use Wave 1,2,3 interventions
- plan for children to work in small groups
- provide individual class support / individual withdrawal
- differentiate through use of resources
- use flexible teaching groups

Quality First Teaching

Well-differentiated, quality first teaching, including, where appropriate, the use of Wave 1 or Wave 2 Interventions.

- all learners have access to quality first teaching.
- some vulnerable learners have access to **Wave 1 or Wave 2** interventions. These children are likely to be pupils who are **underachieving** and have been identified by the school as needing to make accelerated progress. They will not necessarily be pupils with special educational needs. This is considered to be a differentiation of the usual school curriculum but could be a special intervention for pupils with SEND.

Identification and Assessment

Children's needs are identified and met as early as possible through:

- the analysis of data including entry profiles, Foundation Stage Profile scores and other whole-school pupil progress data, classroom-based assessment and monitoring arrangements. (Cycle of planning, assessment and review.)
- liaison with Pre-school/nurseries on transfer
- following up parental concerns
- tracking individual children's progress over time
- information from previous schools
- information from other services
- regular "Pupil Progress Meetings" between Headteacher, SENCo, teachers and TAs
- the constant monitoring and review of the "Provision Map" for all vulnerable learners
- the use of the "Graduated Response to SEND Support" (Wiltshire LA document) to support identification of need and identify possible strategies for support
- undertaking, where necessary, a more in depth individual assessment - this may include a range of commercially available assessments, carefully chosen to deliver appropriate, useful information on a pupil's needs
- the involvement of an external agency, where a special educational need has been identified and is believed to be significant.

Additional SEND Support

"Additional to" or "different from" the Quality First Teaching (well-differentiated curriculum) offered for all pupils in the school.

Provision:

The provision required for each pupil is specific to that pupil's needs and where possible school will follow advice from additional professionals such as Occupational Therapists, Physiotherapists, Paediatricians and Specialist Teachers. Where several professional agencies are involved a CAF (Common Assessment Framework) may be advised/completed to ensure that a cohesive approach is taken towards monitoring and meeting a pupils needs.

- Pupils will be offered additional SEND support when it is clear that their needs require intervention which is "additional to" or "different from" the well-differentiated curriculum offer for all pupils in the school i.e. they have a special educational need as defined by the SEND Code of Practice 2014.
- Under-achieving pupils and pupils with EAL who do not have SEND will **not** be placed on the list of pupils being offered additional SEND support (but will be on the school's provision map).
- In keeping with all vulnerable learners, intervention for pupils on the SEND list will be identified and tracked using the whole-school provision map.
- IEPs are no longer prescribed in the SEN Code of Practice 2014. We keep detailed records of provision on our Provision map, and all SEN and Disadvantaged children have a 'one-page profile' so that all staff are aware of specific needs, and are equipped with strategies to meet those needs. Class teacher's planning identifies vulnerable learners and plans for them explicitly. Where a child has high level, complex needs that need additional support and planning we will, in cooperation with relevant agencies and local authority Lead Workers, develop a '**My Support Plan**' as a way of addressing those needs.
 - a. The 'My Support Plan' helps inform planning, teaching and reviewing to which enables us to focus on particular areas of development for pupils with special educational needs. They are seen as working document which can be constantly refined and amended.
 - b. These plans will only record that which is *additional to* or *different from* the differentiated curriculum plan which is in place as part of provision for all children. Desired outcomes will be identified as part of a holistic assessment process, and action planning will address the underlying reasons why a pupil is having difficulty with learning.
 - c. At the centre of these plans are the child`s voice and their views regarding outcomes and will be accessible to all those involved in their implementation - pupils should have an understanding and "ownership of the outcomes".
 - d. The plans will be based on informed assessment and will include the input of outside agencies,
 - e. They have been devised so that they are manageable and will be monitored and evaluated regularly (at least termly) in consultation with all relevant staff, pupils, parents and outside agencies.
 - f. Outcomes will be arrived at through :
 - i. Discussion between teacher and SENCO
 - ii. Discussion, wherever possible, with parents/carers and pupil
 - iii. Discussion with other relevant professionals
 - iv. (it has been decided not to prescribe an order of events - the precise order for this will vary from pupil to pupil).

Statement of Special Educational Needs or Education Health and Care Plan

Statement of educational needs (pre September 2014) or an Education Health and Care Plan (Statutory My Plan) (post September 2014)
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On very rare occasions, where a pupil has a significant, severe and sustained need, or multiple complex needs it may be necessary to enter a multi-disciplinary assessment process with health and social care in order to consider the need for an Education Health and Care Plan, in Wiltshire called a Statutory My Plan. It is likely that in this case, a child may already have a non-statutory 'My Support Plan', which can be submitted to the LA with a request for an EHCP assessment and an application for 'top-up' funding.

- pupils have access to all arrangements as detailed earlier in this policy
- the school complies with all local arrangements and procedures when applying for Top-up Funding
- an Education Health and Care Plan (Statutory My Plan) ensures that all pre-requisites for application have been met.
- review procedures fully comply with those recommended in Section 6.15 of the Special Educational Needs Code of Practice and with local Wiltshire Council policy and guidance - particularly with regard to the timescales set out within the process.

Monitoring and Evaluation

The monitoring and evaluation of the effectiveness of our provision for vulnerable learners is carried out in the following ways:

- classroom observation by the SENCo and Senior leaders
- ongoing assessment of progress made by intervention groups
- work sampling on a regular basis
- scrutiny of planning
- teacher discussions with the SENCo
- informal feedback from all staff
- pupil interviews when setting new targets or reviewing existing targets
- pupil progress tracking using assessment data (whole-school processes)
- attendance records and liaison with Educational Welfare Officer
- regular meetings about pupils' progress between the SENCo and the head teacher
- questionnaires and discussions with parents
- head teacher's report to governors
- regular data reviews by governors' Learning & Teaching committee
- County RAG rating of provision based on Self-Audit (Yearly).

Roles and Responsibilities

The head teacher and the governing body have delegated the responsibility for the ongoing implementation of this SEND policy to the Special Educational Needs Coordinator (SENCo).

The SENCo is Mrs Helen Cole. She is responsible for reporting regularly to the head and the governors with responsibility for SEND on the ongoing effectiveness of this policy. The SEN Governor is Mr Andrew Edmonds.

All staff in school have a responsibility for maximising the achievement of vulnerable learners; specifically, all teachers are teachers of pupils with special educational needs. Staff are aware of their responsibilities towards all vulnerable learners and a positive and sensitive attitude is shown towards all pupils at all times.

All children, where possible, are involved in making decisions, as soon as they start at the school. The ways in which we encourage pupils to participate reflects their emerging maturity. At Greentrees Primary School we encourage pupils to take ownership of their learning and to become independent learners'.

Parents' /carers' contribution to their children's education is valued highly by the staff of the school and their views are sought and included when writing and reviewing My Support Plans. The school updates parents/carers with relevant information regularly. Formally this happens on a termly basis.

The class teacher liaises with the SENCo to:

- identify vulnerable learners
- identify pupils who are underachieving and need to have additional interventions
- monitor the Provision Map
- monitor the progress and achievement of pupils who require additional support because of a special educational need and are on the school's SEND Register.

Class teachers plan for positive outcomes for all vulnerable learners by:

- providing differentiated teaching and learning opportunities
- ensuring there is adequate opportunity for pupils with special educational needs to work towards the positive outcomes, which are genuinely "additional to" or "different from" those normally provided as part of the differentiated curriculum
- seeking out and acting on advice/support from outside professionals
- planning differentiated learning to address special educational need (this includes pupils with statements/EHC Plans)
- ensuring the effective deployment of resources; including teaching assistant support, maximising outcomes for all groups of vulnerable learners
- ensuring programmes of work are drawn up, modified and evaluated
- monitoring and recording appropriately.

Teaching Assistants support positive outcomes for all vulnerable learners by:

- supporting children to become independent learners
- reporting back to the class teacher on a regular basis
- facilitating learning and social interaction for children in order to develop independence
- assisting with accurate record-keeping

The SENCo leads the work towards positive outcomes for all vulnerable learners by:

- liaising sensitively with parents, carers and families, keeping them informed of progress and listening to their views
- liaising with class teachers and fellow professionals
- liaising closely with a range of outside agencies to support vulnerable learners
- co-ordinating provision for children with special educational needs
- maintaining and analysing the Provision Map for vulnerable learners
- having a strategic planning role
- overseeing the maintenance of records on all children with Special Educational Needs
- arranging outside agencies to contribute to the in-service training of staff
- drip-feeding information, strategies and support to contribute to the in-service training of staff
- implementing a programme of Annual Review for all pupils with a statement of special educational need or Education Health and Care Plan
- carrying out referral procedures to the Local Authority to request Top-Up funding and/or an Education Health and Care Plan when it is believed, that a pupil has a special educational need, which requires significant support
- overseeing the smooth running of transition arrangements and transfer of information for Year 6 pupils and pupils leaving or entering the school on the Provision Map and those children highlighted by their pre-school setting
- Ensuring the smooth transition between the two sites (Ks1 to Ks2) for pupils who are anxious or identified on the Provision Map as needing additional support.
- evaluating regularly the impact, effectiveness and value for money of all additional interventions
- meeting regularly with each teacher to review and revise positive outcomes and teaching strategies
- tracking progress and attainment as part of the pupil progress reviews
- attending area SENCo network meetings and training as appropriate.
- liaising with the school's SEND Governor, keeping him/her informed of current issues (nationally, locally and within school).

In accordance with Section 6 of the SEND Code of Practice 2014, if appointed after September 2008, our Special Educational Needs Coordinator is to be a qualified teacher working at our school and will have statutory accreditation (National Award for SEN Co-ordination). If a new SENCo is appointed, he/she must gain statutory accreditation within three years of appointment.

The Headteacher leads the work towards positive outcomes for all vulnerable learners by:

- fostering an inclusive ethos in the school
- monitoring and evaluating the progress of all pupils
- making strategic decisions which will maximise opportunities for learning, supported by SENCo and SLT
- delegating the day to day implementation of this policy to the Special Educational Needs Coordinator (SENCo)

The Governing Body ensure outcomes for all vulnerable learners by:

- promoting inclusion at Greentrees Primary School through the setting of inclusive aims and values
- agreeing an inclusive "Strategic Plan" for the future of the school
- publishing an annual report on SEND to parents

Criteria for evaluating the success of this policy:

The policy will be evaluated against the aims and measured by:

- individual positive outcomes
- analysing teachers' short term planning, ensuring that a differentiated approach is taken
- parental awareness of individual positive outcomes for their child
- pupil awareness of their own individual positive outcomes
- governors monitoring of procedures and practice with $\frac{1}{2}$ termly updates
- My Plan/My Support Plan outcomes monitored to ensure children progress
- ensuring that recommendations are acted upon
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Reporting the success of this policy:

The evaluation findings will be reported by:

- Head teacher's Report to Governors
- Governor's Report to Parents

This policy was agreed by the governing body on: