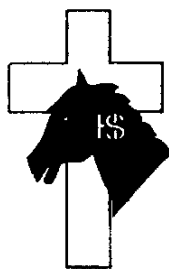


# Horsington Church School



## Special Educational Needs Policy

This policy should be read in conjunction with Horsington Church School's SEN Offer which can be found on the school website.

At Horsington we are committed to ensuring that all children make the best possible progress, whatever their needs or abilities.

Children have special educational needs (SEN) if they have a learning difficulty or disability which calls for special educational provision to be made for them. This means that they have significantly greater difficulty learning than the majority of their peers or they have a disability which prevents or hinders them from making use of educational facilities that are generally provided for others of the same age. When children have a medical condition or physical disability which does not affect their learning, they will not be put on the SEN register, but may be given a medical care plan.

As a school we aim to:

- provide high-quality teaching to enable children to achieve their personal best and to engage in their learning journeys with a sense of responsibility and self-awareness;
- provide a broad, balanced and enriched curriculum for all children;
- identify pupils with SEN and use our best endeavours to make sure that their individual needs are met;
- talk to parents of children with SEN about their special needs and about what we are doing in response to their difficulties;

- involve parents of children with SEN and the children themselves in the discussions that are held about them and decisions that are made, in particular our plans for them and the support we put in place;
- keep staff informed about the ways we support children with SEN;
- work closely and effectively with outside agencies and specialists to improve the support we give to children with SEN.

## **Admissions**

Our admissions policy in no way discriminates against pupils with SEN.

Parents/carers seeking the admission of a pupil with SEN are advised to approach the school well in advance, so that we can plan appropriately, through consultation, for the arrival of the child.

## **Governing Body**

The school's governors have statutory responsibilities for overseeing the management of SEN within the school and the provision we make for children with SEN. There is a named SEN governor.

## **The Role of the Special Educational Needs Co-ordinator (SENCo)**

The key responsibilities of the SENCo are to:

- (along with the head teacher) make sure that the commitments made in the SEN offer are carried out within the school;
- (along with the head teacher) ensure that lessons and activities are carefully planned by teachers in order to build bit by bit on what children with SEN can already do, and that available resources and expertise among the staff are used to maximum effect;
- arrange highly personalized one-to-one support for children at Wave 3 each term (following an assess, plan, do, review model) and supervise the delivery of this by TAs (for more information on Waves 2 and 3 see the school's SEN Offer – look for the question *How will Horsington Church School support my child?*);
- where necessary, carry out assessments to develop a clearer understanding of the difficulties of children at Wave 3;

- support colleagues responsible for children at Wave 2, offering advice on suitable next-step targets for children and how to achieve them;
- meet each term with the parents/carers of children at Wave 3 to hear their views, discuss their children's progress and agree on what to do next;
- be available to offer support and advice to the parents/carers of all children with SEN;
- with the permission of parents/carers, seek advice from specialists outside school (e.g. educational psychologist, advisory teacher, speech and language therapist, occupational therapist) on how best to support children with SEN and arrange for teachers and parents/carers to be included in discussions with specialists;
- make sure that teachers and TAs receive copies of reports and recommendations from specialists;
- (along with the head teacher) make sure that teachers act on recommendations for children with SEN made by specialists;
- liaise with outside agencies involved with children with SEN (e.g. Social Services, the NHS), sharing information where appropriate;
- liaise with the designated teacher where a looked-after pupil has SEN;
- liaise with professionals and parents/carers of children with significant or complex needs in advance of their children starting at Horsington, to ensure a smooth transition into the school;
- when children at Wave 3 move school, share their needs in full with the SENCOs of their next schools;
- arrange training for staff, in line with the SEN requirements in the school;
- make applications for high needs funding, where appropriate;
- organise and lead annual reviews for children with an Education, Health and Care Plan;
- keep up-to-date records on children with SEN at Wave 3, including the SEN register and Learning Passports which must be updated each term;
- attend meetings with other SENCOs to keep abreast of good practice and changes concerning SEN.

N.B. Support for children at Wave 2 (i.e. those considered by their class teachers in need of extra help to catch up with age-related expectations) is organised by class teachers and provided usually by a TA in a small group. Details of this provision (i.e. assessment information, targets, progress made) is recorded by class teachers Provision Maps, along with other useful information about children at Wave 2, such as what they find helps with their learning and the areas where they feel they are doing well. Parents of children receiving Wave 2 support will be notified of this by class teachers at parents' evenings. Class teachers may like to include the parents' views in child's Provision Map.

### **Identification of Children with SEN and Support for these Children**

Information on how we identify children with SEN can be found in the SEN Offer on the school website. Look for the question *How do teachers at Horsington Church School know if a child needs extra help?* For information on how we support children with SEN, look for the question *How will the curriculum be matched to my child's needs?*

### **Annual Report to Governors**

Each year, news about special educational needs at Horsington will be shared by the SENCo or the head teacher with the governing body. This will include information on:

- the number of children on the SEN register (i.e. Wave 3);
- how element 2 funding is spent;
- significant developments in SEN within the school;
- notable feedback from parents about the provision for children with SEN.

Nicky Epps

SENCo

March 2016

