



Regis Manor Primary School



SEN & Disability Policy/ Information Report

Issued on 12/10/2020

This policy is written in line with the requirements of:-

Children and Families Act 2014

SEN Code of Practice 2014

SI 2014 1530 Special Educational Needs and Disability Regulations 2014

Part 3 Duties on Schools – Special Educational Needs Co-ordinators

Schedule 1 regulation 51– Information to be included in the SEN information report

Schedule 2 regulation 53 – Information to be published by a local authority in its local offer

Equality Act 2010

Schools Admissions Code, DfE 1 Feb 2012

SI 2012 1124 The School Information (England) (Amendment) Regulations 2012

SI 2013 758 The School Information (England) (Amendment) Regulations 2013

This policy should be read in conjunction with the following school policies Behaviour/Discipline Policy, Equalities Policy, Safeguarding Policy, Accessibility Plan, Complaints Policy and the School SEN&D Information Report.

This policy will be reviewed every 2 years.

Definition of SEN

A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.

A child of compulsory school age or a young person has a learning difficulty if he or she:

(a) Has a significantly greater difficulty in learning than the majority of others of the same age; or

(b) Has a disability 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 or mainstream post-16 institutions. *SEN Code of Practice (2014, p 4)*

Definition of disability

Many children and young people who have SEN may also 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 provides a relatively low threshold and includes more children than many realise: ‘long-term’ is defined as ‘a year or more’ and ‘substantial’ is defined as ‘more than minor or trivial’ *SEN Code of Practice (2014, p5)*

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

At Regis Manor Primary School we endeavour to make provision for every kind of frequently occurring special educational need without a statement of special educational needs / Education, Health and Care Plan, for instance dyslexia, dyspraxia, speech and language needs, autism, Asperger’s syndrome, learning difficulties and behaviour difficulties. There are instances however, where the needs of the individual will be significant and of a complex nature. This will result in accessing support from a range of professionals and a potential application for statutory assessment.

There are other kinds of special educational need which do not occur as frequently and with which the school is less familiar, but we can access training and advice so that these kinds of needs can be met.

The school also currently meets the needs of pupils with an Education, Health and Care plan with the following kinds of special educational need: social communication and speech and language needs, complex physical needs, behaviour and emotional difficulties. Decisions on the admission of pupils with an Education, Health and Care plan are made by the Local Authority. Decisions on the admission of pupils with an Education, Health and Care plan are made by the Local Authority.

The admission arrangements for pupils without an Education, Health and Care Plan do not discriminate against or disadvantage disabled children or those with special educational needs.

2 Information about the policy for identification and assessment of pupils with SEN

At Regis Manor Primary School we monitor the progress of all pupils through Pupil Progress Meetings regularly throughout the year. We also use a range of assessments with all the pupils at various points including Y1 phonics screening and speech and language assessments to enable us to measure progress and identify specific needs.

Where progress is not sufficient, even if special educational need has not been identified, we put in place extra support to enable the pupil to catch up. At Regis Manor, we are experienced in using a range of interventions including: Precision Teaching, RWInc, Fizzy, Clever Hands, Sensory Circuits, Memory Magic and Language for Thinking.

Some pupils may continue to make inadequate progress, despite high-quality teaching targeted at their areas of weakness. For these pupils, and in consultation with parents, we will use a range of assessment tools to determine the cause of the learning difficulty. At Regis Manor Primary School, we are experienced in using the following assessment tools: Lucid Ability, Memory Magic Screen, The Boxall Profile, Dyslexia screening and Irlen screening. We also have access to external advisors who can offer further advice and more in-depth assessments. These include educational psychologist, speech and language therapist, OT and specialist teachers.

The purpose of this more detailed assessment is to understand what additional resources and different approaches are required to enable the pupil to make better progress. These will be shared with parents, put into a SEN Provision Map or Personalised Plan, reviewed regularly and refined / revised if necessary. This is in line with the graduated approach (Assess, Plan, Do, Review cycle) aimed at developing a good understanding of pupils' needs and of what supports the pupil in making good progress and securing good outcomes.

At this point we will have identified that the pupil has a special educational need because the school is making special educational provision for the pupil which is additional and different to what is normally available.

If the pupil is able to make good progress using this additional and different resource (but would not be able to maintain this good progress without it) we will continue to identify the pupil as having a special educational need. If the pupil is able to maintain good progress without the additional and different resources he or she will not be identified with special educational needs. When any change in identification of SEN is changed parents will be notified.

We will ensure that all teachers and support staff who work with the pupil are aware of the support to be provided and the teaching approaches to be used.

3 Information about the school's policies for making provision for pupils with special educational needs whether or not they have EHC Plans, including 3a How the school evaluates the effectiveness of its provision for such pupils

Each review of the SEN Provision Maps will be informed by the views of the class teachers / TAs and the assessment information from teachers which will show whether adequate progress is being made.

The *SEN Code of Practice (2014, 6.17)* describes inadequate progress thus:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better the child's previous rate of progress
- Fails to close the attainment gap between rate of progress
- Widens the attainment gap

For pupils with an Education, Health and Care Plan there will be 2 reviews and an annual review of the provision made for the child, which will enable an evaluation of the effectiveness of the special provision. The collation of all annual review evaluations will be sent to Kent County Council.

3b The school's arrangements for assessing and reviewing the progress of pupils with special educational needs

Every pupil in the school has their progress tracked and discussed at pupil progress meetings. The tracking tools we use at Regis Manor are:

The assessment tools we use at beaver Green Primary School are:

- EEXaT to make ongoing assessments of children's development in Early Years
- OTrack to track children's progress against the National Curriculum and Access to education (A2E) tools to monitor the progress of children achieving below the programme of study.

Using these it will be possible to see if pupils are increasing their level of skills in key areas.

In addition to this, pupils with special educational needs may have more frequent assessments of reading age, spelling age etc and of their progress within a particular intervention.

If these assessments do not show adequate progress is being made the SEN support plan will be reviewed and adjusted.

For pupils with an Education Health Care Plan there will be an annual review of the provision made for the child, which will enable an evaluation of the effectiveness of the special provision. The collation of all annual review evaluations of effectiveness will be reported to the SEN County Officer.

For pupils with SEN and who are looked after by the Local Authority, termly PEP meetings and LAC reviews are attended in order to communicate effectively the provision in place, the impact of this and plan further support.

3c the school's approach to teaching pupils with special educational needs

High quality teaching, differentiated for individual pupils, is the first step in responding to pupils who have or may have SEN. Additional intervention and support cannot compensate for a lack of good quality teaching. Schools should regularly and carefully review the quality of teaching for all pupils, including those at risk of underachievement. This includes reviewing and, where necessary, improving, teachers' understanding of strategies to identify and support vulnerable pupils and their knowledge of the SEN most frequently encountered *SEN Code of Practice (2014, 6.37)*

We follow the Mainstream Core Standards

<https://www.kelsi.org.uk/special-education-needs/special-educational-needs/the-mainstream-core-standards> advice developed by Kent County Council to ensure that our teaching conforms to best practice.

In meeting the Mainstream Core Standards the school employs some additional teaching approaches, as advised by internal and external assessments e.g. one to one tutoring / precision teaching / mentoring, small group teaching, use of ICT software learning packages. These are delivered by staff employed through the funding provided to the school as 'notional SEN funding'

3d how the school adapts the curriculum and learning environment for pupils with special educational needs

At Regis Manor Primary School we follow the advice in the Mainstream Core Standards on how to adapt the curriculum and the learning environment for pupils with special educational needs. We also incorporate the advice provided as a result of assessments, both internal and external, and the strategies described in the personalised plans, provision maps and Education, Health and Care Plans.

Recommendations in relation to the curriculum and environment made by specialist teachers and other external professionals are fully implemented and reviewed.

As part of our requirement to keep the appropriateness of our curriculum and learning environment under review, all of the primary schools in the Swale Academies Trust have an accessibility plan. See school websites for a copy of this.

3e additional support for learning that is available to pupils with special educational needs

As part of our budget we receive 'notional SEN funding'. This funding is used to ensure that the quality of teaching is good in the school and that there are sufficient resources to deploy additional and different teaching for pupils requiring SEN support. The amount of support required for each pupil to make good progress will be different in each case. In very few cases a very high level of resource is required. The funding arrangements require schools to provide up to £6000 per year of resource for pupils with high needs, and above that amount the Local Authority should provide top up to the school in the form of High Needs Funding. Additional

support and resources include adult support which is provided to small groups or individual pupils, wobble cushions, pencil grips, reading rulers, ear defenders, individual workstations and a range of interventions linked to the four broad areas of need.

3f how the school enables pupils with special educational needs to engage in activities of the school (including physical activities) together with children who do not have special educational needs

All clubs, trips and activities offered to pupils at Regis Manor Primary School are available to pupils with special educational needs or a disability either with or without an Education, Health and Care Plan. Where it is necessary, the school will use the resources available to it to provide additional adult support to enable the safe participation of the pupil in the activity and where required, individual risk assessments are produced.

3g support that is available for improving the emotional and social development of pupils with special educational needs

At Regis Manor Primary School we understand that an important feature of the school is to enable all pupils to develop emotional resilience and social skills, both through direct teaching (for instance PHSE / Jigsaw) and indirectly with every conversation adults have with pupils throughout the day.

For some pupils with the most need for help in this area we also can provide the following: Circle of Friends, friendship/ playtime skills, access to a THRIVE Practitioner, mentoring with a staff member, referral to Health, identification of a key adult and identification of a 'safe' space.

At Regis Manor Primary School, we use the Restorative Approach to empower pupils to deal with social situations. A Restorative Approach focuses on developing positive relationships within the school, both pupil to pupil and staff to pupil. It creates a safe, secure environment which enables children to develop both academically and socially. On a day-to-day level this involves talking to the children about their thoughts and feelings. In response to conflict, it focuses on the harm that has been caused and ways to repair the harm and restore the relationship.

For some pupils with the most need for help in this area we also can provide the following: Lego Therapy, Time to talk, 'safe' spaces, key adults, Talk About, The Incredible 5 Point Scale, and referrals to relevant external professionals and organisations. We offer additional support through 'Thrive' where we have two practising practitioners who, after class teacher's pupil profiling, take children for support where there is most need. All areas are recorded and tracked.

Pupils in the early stages of emotional and social development, because of their special educational needs, will be supported to enable them to develop and mature appropriately. This will usually require additional and different resources, beyond that required by pupils who do not need this support.

As a school, we have invested heavily in THRIVE. We have two THRIVE practitioners who, following class screening, will carry out further screens on targeted individuals and implement a bespoke intervention to develop their social, emotional and mental health needs with parental permission.

4 The name and contact details of the SEN Co-ordinator

The Deputy Head / SENCo at Regis Manor Primary School is currently Miss Charlie Beevis, who is a qualified teacher and is currently undertaking the National Award for SEN Co-ordination. Miss Beevis is available on: 01795 472971 (option 4).

5 Information about the expertise and training of staff in relation to children and young people with special educational needs and how specialist expertise will be secured

All teachers and teaching assistants across the trust have had access to a range of training. At Regis Manor Primary School, this includes: Safeguarding, Speech, Language and Communication Needs, ASD, ADHD, Dyslexia Awareness, Makaton, Emotional Regulation, Workstation and Precision Teaching. Training of staff is on-going and therefore is not an exhaustive list. All staff are encouraged to seek professional development training to support them in working with children with SEN. This is completed in conjunction with the Head of School and SENCO. Where a training need is identified beyond this we will find a provider who is able to deliver it. This may be from an outreach team at a specialist provision, training provider such as Kent CPD on-line, support and training from across Swale Academies Trust, or from outside agencies.

6 Information about how equipment and facilities to support children and young people with special educational needs will be secured

Where external advisors recommend the use of equipment or facilities which the school does not have, we will purchase it using the notional SEN funding, or seek it by loan. For highly specialist communication equipment the school will seek the advice of the KCC Communication and Assistive Technology team.

7 The arrangements for consulting parents of children with special educational needs about, and involving them in, their education

All parents of pupils at Regis Manor Primary School are invited to discuss the progress of their children on a number of occasions including parent consultation evenings and review meetings. They receive an annual written report. In addition, we are happy to arrange meetings outside these times.

In addition to this, parents of pupils with an Education, Health and Care Plan will be invited to contribute to and attend an annual review, which, wherever possible will also include other agencies involved with the pupil. Information will be made accessible for parents.

8 The arrangements for consulting young people with special educational needs about, and involving them in, their education

When a pupil has been identified to have special educational needs because special educational provision is being made for him or her, the pupil will be consulted about and involved in the arrangements made for them as part of person-centred planning. Parents are likely to play a more significant role in the childhood years with the young person taking more responsibility and acting with greater independence in later years.

9 The arrangements made relating to the treatment of complaints from parents of pupils with special educational needs concerning the provision made at the school

At Regis Manor School we have a complaints policy available on our school website however, we encourage parents to discuss their concerns with relevant members of staff to resolve the issue before making the complaint formal.

If the complaint is not resolved then a disagreement resolution service or mediation service can be contracted. If it remains unresolved after this, the complainant can appeal to the First-tier Tribunal (Special Educational Needs and Disability), if the case refers to disability discrimination, or to the Secretary of State for all other cases.

There are some circumstances, usually for children who have a Statement of SEN where there is a statutory right for parents to appeal against a decision of the Local Authority. Complaints which fall within this category cannot be investigated by the school.

10 How we involve other bodies, including health and social services bodies, local authority support services and voluntary organisations, in meeting the needs of pupils with special educational needs and in supporting the families of such pupils

We access a number of external agencies and professionals to support in meeting the range of needs identified.

The governing body have engaged with the following bodies:-

- Free membership of LIFT for access to specialist teaching and learning service
- Traded agreement with KEPS (Kent Educational Psychology Service), including regular update training and supervision for our ELSA (Emotional Literacy Support Assistant)
- An independent Occupational Therapy Service
- An independent Speech and Language Therapist
- Membership of professional networks for Deputy Head / SENCO e.g SENCO forum.

11 The contact details of support services for the parents of pupils with special educational needs and disabilities and children and young people with SEND up to age 25 (Code of Practice 6.39)

Information Advice and Support Kent (IASK) provides a free and confidential, information, advice and support service, for parents of a disabled child or child with special educational needs and to children and young people up to age 25 who have a special educational need or disability.

Trained staff can provide impartial legally based information and support on educational matters relating to special educational needs and disabilities, including health and social care. The aim is to empower parents, children and young people to fully participate in discussions and make informed choices and decisions. Also to feel confident to express their views and wishes about education and future aspirations.

They can be contacted on

HELPLINE: 03000 41 3000

Office: 03000 412412

E-mail: iask@kent.gov.uk

www.kent.gov.uk/iask

12 The school's arrangements for supporting pupils with special educational needs in transferring between phases of education or in preparing for adulthood and independent living

At Regis Manor Primary School we work closely with the educational settings used by the pupils before they transfer to us in order to seek the information that will make the transfer as seamless as possible.

We also contribute information to a pupils' onward destination by providing information to the next setting.

13 Information on where the local authority's local offer is published.

The local authority's local offer is published on

<http://www.kent.gov.uk/education-and-children/special-educational-needs> and

parents without internet access should make an appointment with the SENCO for support to gain the information they require.

Next review September 2021

