



**ALEC REED ACADEMY**  
PROUD TO LEARN

# SEND Policy and Information Report

## All Through

<b>Policy Owner:</b>	Anne Franklin	<b>Approved By:</b>	Board of Trustees
<b>Target Audience:</b>	School Community and Local Community	<b>Requirement to Publish on Website:</b>	Yes
<b>Purpose:</b>	To inform and share ARA SEND offer	<b>Statutory Policy:</b>	Yes
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## 1. Aims

Our SEND policy and information report aims to:

- Set out how our school will support and make provision for pupils with special educational needs (SEND)
- Explain the roles and responsibilities of everyone involved in providing for pupils with SEND

As a school we strive to support our pupils in their emotional, social, physical and academic development, which means that personalised learning is at the heart of the schools teaching and learning policy. We aim to ensure that:

- Pupils with learning difficulties can access their entitlement to a broad, balanced and relevant curriculum as part of the whole school community.
- Pupils with SEND are educated, wherever possible, in an inclusive environment alongside their peers to enable each pupil to reach their full potential.
- We match levels of additional support for learning to the wide variety of individual learning difficulties, while enhancing self-esteem.
- We identify and assess pupils with SEND as early and as thoroughly as possible using the revised Code of Practice (2015).
- Parents/carers and pupils are fully involved in the identification and assessment of SEND, and that we strive for close co-operation between all agencies concerned, using a multi-disciplinary approach.
- We meet the needs of all pupils with SEND by offering appropriate and flexible forms of educational provision, by the most efficient use of all available resources.

## 2. Legislation and guidance

This policy and information report is based on the statutory Special Educational Needs and Disability (SEND) Code of Practice and the following legislation:

- Part 3 of the Children and Families Act 2014, which sets out schools' responsibilities for pupils with SEND and disabilities
- The Special Educational Needs and Disability Regulations 2014, which set out schools' responsibilities for education, health and care (EHC) plans, SEND co-ordinators (SENDCOs) and the SEND information report

This policy also complies with our funding agreement and articles of association.

### 3. Definitions

A pupil has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them.

They have a learning difficulty or disability if they have:

- A significantly greater difficulty in learning than the majority of the others of the same age, or
- A disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools

Special educational provision is educational or training provision that is additional to, or different from, that made generally for other children or young people of the same age by mainstream schools.

### 4. Roles and responsibilities

#### 4.1 The SENDCO

Amanda Wingfield oversees SEND in the Primary School

Kerry Ballantyne oversees SEND in the Secondary School

Anne Franklin oversees SEND across the Academy

They will:

- Work with the Principal, Primary Headteacher and SEND trustee to determine the strategic development of the SEND policy and provision in the school
- Have day-to-day responsibility for the operation of this SEND policy and the co-ordination of specific provision made to support individual pupils with SEND, including those who have EHC plans
- Provide professional guidance to colleagues and work with staff, parents, and other agencies to ensure that pupils with SEND receive appropriate support and high-quality teaching
- Advise on the graduated approach to providing SEND support
- Advise on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- Be the point of contact for external agencies, especially the local authority and its support services
- Liaise with potential next providers of education to ensure that the school meets its responsibilities under the Equality Act 2010 with regard to reasonable adjustments and access arrangements
- Ensure the school keeps the records of all pupils with SEND up to date

#### 4.2 The SEND trustee

The SEND trustee will:

- Help to raise awareness of SEND issues at board of trustee meetings
- Monitor the quality and effectiveness of SEND and disability provision within the school and update the board of trustees on this
- Work with the Principal, Primary headteacher and SENDCO to determine the strategic development of the SEND policy and provision in the school

#### 4.3 The Principal and Primary Headteacher

The Principal and Primary headteacher will:

- Work with the SENDCO and SEND trustee to determine the strategic development of the SEND policy and provision within the school
- Have overall responsibility for the provision and progress of learners with SEND and/or a disability

## 4.4 Class teachers

Each class teacher is responsible for:

- › The progress and development of every pupil in their class
- › Working closely with any teaching assistants or specialist staff to plan and assess the impact of support and interventions and how they can be linked to classroom teaching
- › Working with the SENDCO to review each pupil's progress and development and decide on any changes to provision
- › Ensuring they follow this SEND policy

## 5. SEND information report

### 5.1 The kinds of SEND that are provided for

Our school currently provides additional and/or different provision for a range of needs, including:

- › Communication and interaction, for example, autistic spectrum disorder (ASD), Asperger's Syndrome, speech and language difficulties
- › Cognition and learning, for example, dyslexia, dyspraxia
- › Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD)
- › Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy
- › Moderate/severe/profound and multiple learning difficulties

SEND Ealing Local Offer –

[www.ealingfamiliesdirectory.org.uk/kb5/ealing/directory/localoffer.page?localofferchannel=0](http://www.ealingfamiliesdirectory.org.uk/kb5/ealing/directory/localoffer.page?localofferchannel=0)

Special Education Needs and Educational Psychologist

[www.ealing.gov.uk/info/200584/special\\_educational\\_needs/900/educational\\_psychologists](http://www.ealing.gov.uk/info/200584/special_educational_needs/900/educational_psychologists)

Ealing Speech and Language Communication Services: [www.ealinghospital.nhs.uk/services/community-services/ealing-community-services/speech-and-language-therapy-paediatric/](http://www.ealinghospital.nhs.uk/services/community-services/ealing-community-services/speech-and-language-therapy-paediatric/)

### 5.2 Identifying pupils with SEND and assessing their needs

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:

- › 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 the child and their peers
- › Widens the attainment gap

This may include progress in areas other than attainment, for example, social needs.

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEND.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.

### 5.3 Consulting and involving pupils and parents

We will have an early discussion with the pupil and their parents when identifying whether they need special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty
- We take into account the parents' concerns
- Everyone understands the agreed outcomes sought for the child
- Everyone is clear on what the next steps are

Notes of these early discussions will be added to the pupil's record and given to their parents.

We will formally notify parents when it is decided that a pupil will receive SEND support.

### 5.4 Assessing and reviewing pupils' progress towards outcomes

We will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

The class or subject teacher will work with the SENDCO to carry out a clear analysis of the pupil's needs. This will draw on:

- The teacher's assessment and experience of the pupil
- Their previous progress and attainment or behaviour
- Other teachers' assessments, where relevant
- The individual's development in comparison to their peers and national data
- The views and experience of parents
- The pupil's own views
- Advice from external support services, if relevant

The assessment will be reviewed regularly.

All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. We will regularly review the effectiveness of the support and interventions and their impact on the pupil's progress.

### 5.5 Supporting pupils moving between phases and preparing for adulthood

We will share information with the school, college, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.

#### Transition Sessions for Year 6

Each year, our Transition Teamwork with a small number of year 6 pupils from our feeder primary schools, who are not yet ready for secondary school due to learning needs and/or their social, emotional, and behaviour needs

#### **How do we help children when they move between phases of education?**

When moving phases of education:

Information will be passed on to the new class teachers IN ADVANCE and if required a planning meeting will take place with the new teachers. All plans will be shared with the new teachers.

Pupils with an EHC Plan who are moving on to further education are supported by the Ealing Connexions Service. A Personal Advisor will help plan and organise support for the move to college or vocational training.

All pupils in Years 11 meet with the Connexions Personal Advisor to discuss possible routes for training or further education.

The school arranges visits to further education fairs for all pupils in Years 11 to 13 who are at risk of becoming NEET. The schools Careers Advisory will liaise with the Connexion Personal Advisor to support pupils with finding and applying for apprenticeships.

We send SEND records to the new school/college including Annual Review Paper work and EHC plans

## **5.6 Our approach to teaching pupils with SEND**

Teachers are responsible and accountable for the progress and development of all the pupils in their class.

High-quality teaching is our first step in responding to pupils who have SEND. This will be differentiated for individual pupils.

Our Teachers will use specific resources and various strategies to support pupils individually and in groups, this might include using:

- Visual timetables
- Visual and concrete cues
- Visual prompts when recording and re telling stories
- Multi-sensory teaching approach
- Modelling
- Breakdown of tasks and instructions into manageable chunks
- Rehearse sentences and vocabulary for speaking, reading and writing e.g.use of role play
- Enlarging text and other resources VI pupils
- Writing frames
- Laptops or other alternative devices
- Small group learning with an TA
- Pre-teaching content or vocabulary
- Over-learning topics
- To set alternative activities for home learning
- To provide specially targeted texts and resources appropriate for pupils' reading ages
- To provide additional apparatus or materials
- To adapt and adjust resources and materials to make them accessible for pupils with specific learning difficulties
- Peer buddy systems
- Positive behaviour rewards system
- Planning and teaching will be adapted on a daily basis if needed to meet your child's learning needs.

We provided the following interventions for our pupils with SEND:

- In class Teaching Assistant support.
- Withdrawal sessions – Lego therapy.
- Literacy and numeracy support.
- Phonics Reading Programme
- Accelerated Reader Programme
- Mentoring.
- Withdrawal sessions – occupational therapy
- Withdrawal sessions – SALT
- Social Skills programme (Friends for Life) run by the Access and Inclusion Centre team and the Academy counsellor.
- Catch up and homework clubs.
- Counselling Service.
- Alternative Provision.

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

We make the following adaptations to ensure all pupils' needs are met:

- Differentiating our curriculum to ensure all pupils are able to access it, for example, by grouping, 1:1 work, teaching style, content of the lesson, etc.

- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, etc.
- Differentiating our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.

## **5.8 Evaluating the effectiveness of SEND provision**

We evaluate the effectiveness of provision for pupils with SEND by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions after an agreed number of weeks
- Using pupil questionnaires
- Monitoring by the SENDCO
- Using provision maps to measure progress
- Holding annual reviews for pupils with EHC plans

## **5.9 Enabling pupils with SEND to engage in activities available to those in the school who do not have SEND**

All of our extra-curricular activities and school visits are available to all our pupils, including our before-and after-school clubs.

All pupils are encouraged to go on our residential trip(s)

All pupils are encouraged to take part in sports day/school plays/special workshops.

No pupil is ever excluded from taking part in these activities because of their SEND or disability.

## **5.10 Support for improving emotional and social development**

We provide support for pupils to improve their emotional and social development in the following ways:

- Pupils with SEND are encouraged to be part of the school council
- Pupils with SEND are also encouraged to be a part of clubs to promote teamwork/building friendships

We have a zero tolerance approach to bullying.

## **5.11 Complaints about SEND provision**

Complaints about SEND provision in our school should be made to the class teacher/SENDCO in the first instance. They will then be referred to the school's complaints policy.

The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

## **5.12 Contact details for raising concerns**

Please contact Amanda Wingfield for issues within the Primary Phase and Kerry Ballantyne for any issues in the Secondary Phase.

## **5.13 The local authority local offer**

Our local authority's local offer is published here: SEND Ealing Local Offer –

**[www.ealingfamiliesdirectory.org.uk/kb5/ealing/directory/localoffer.page?localofferchannel=0](http://www.ealingfamiliesdirectory.org.uk/kb5/ealing/directory/localoffer.page?localofferchannel=0)**

## 6. Monitoring arrangements

This policy and information report will be reviewed by Anne Franklin **every year**. It will also be updated if any changes to the information are made during the year.

It will be approved by the governing body.

## 7. Links with other policies and documents

This policy links to our policies

- Accessibility plan
- Behaviour
- Equality information and objectives
- Supporting pupils with medical conditions