



EWELL GROVE PRIMARY AND NURSERY SCHOOL
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POLICY STATEMENT

SPECIAL EDUCATIONAL NEEDS AND DISABILITY

REVISION DATE

ANNUALLY AUTUMN TERM

PRESENTED TO THE GOVERNING BOARD

7TH DECEMBER 2018

1. INTRODUCTION

Ewell Grove respects the unique contribution which every individual can make to the community and seeks to place this contribution within a clear structure which both embraces the highest possible academic aspirations and accepts individual differences in ability, aptitude and level of skills; this includes children with SEND.

Each child is entitled to a broad and balanced curriculum which is relevant to their developmental stage and which is appropriately differentiated to ensure access.

At Ewell Grove every teacher is a teacher of every pupil including those with SEND.

Ewell Grove follows the Local Authority admission arrangements.

2. DEFINITION OF SEN

We use the following definition for SEN and for disability from the SEND Code of Practice (2014).

This states:

SEN: *A child or young person has special educational needs if he or she has a learning difficulty or disability which calls for special educational provision to be made for him or her. A learning difficulty or disability is a **significantly greater difficulty in learning than the majority of others of the same age.** Special educational provision means **educational or training provision that is additional to, or different from, that made generally for others of the same age in a mainstream setting in England.***

Disability: *Many children and young people who have SEN may 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.**”*

3. KEY ROLES AND RESPONSIBILITIES

The class teachers will:

- Monitor the progress and development of every child in their class.
- Communicate information about progress and development to parents; sharing concerns if they arise.
- Make adaptations to planning and resources to address the needs of all children in their class.
- Seek support and advice from the SENCo when there are concerns about a child's progress or development.

The SENCo will:

- Manage the day-to-day operation of the policy.
- Co-ordinate the provision for and manage the responses to children's special needs.
- Support and advise colleagues.
- Oversee the records of all children with special educational needs.
- Act as the link with parents for children with an EHCP
- Act as link with external agencies and other support agencies.
- Monitor and evaluate the special educational needs provision and report to the governing board.
- Manage a range of resources, human and material, to enable appropriate provision for children with special educational needs.
- Contribute to the professional development of all staff.
- Ensure that all teachers are aware of the importance of providing for all children in their class.

- Ensure that parents are notified of a decision by the school when SEN provision is being made for their child.
- Be a member of the SLT (Strategic Leadership Team)
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SENCo

Mrs A Gardiner

Deputy Headteacher, Designated Teacher, Designated Safeguarding Lead

Contact details info@ewell-grove.surrey.sch.uk or telephone 0208 393 4393.

The SEN Governor will:

- Help to raise awareness of SEN issues at governing board meetings.
- Monitor and update the Governing Board on this.
- Work with the Headteacher and SENCo to determine the strategic development of SEN policy and provision in the school

SEND Governor Mrs S Vincent

Contact details info@ewell-grove.surrey.sch.uk

The Headteacher will:

- Work with the SENCo and SEN Governor to determine the strategic development of policy and provision in the school.
- Have overall responsibility for the provision and progress of children with SEND.

This policy was created in partnership with the Parent Focus Group which includes the Headteacher, Strategic Leader and parents (and the SENCo for the purpose of this policy). The policy reflects the statutory guidance set out in the Special Educational Needs and Disability code of practice 0-25 years (July 2014).

The policy can be accessed in a number of ways:

- On the school website under 'About Us' SEND.
- A hard copy, on request from the School Office.

Please let us know if you need this to be made available to you in a different format e.g. enlarged font.

4. CONTEXT

This policy complies with the statutory requirement laid out in the SEND Code of Practice 1-25 (July 2014) and has been written with reference to the following related guidance and documents:

- Equality Act 2010; advice for schools DfE Feb 2013.
- Schools SEN Information Report Regulation (2014).
- Statutory Guidance on supporting pupils at school with medical conditions April 2014.
- The National Curriculum in England Key Stage 1 and 2 framework document Sept 2013.
- Safeguarding Policy.
- Accessibility Plan.
- Teaching Standards 2012.

This policy has been shared with parents through the Parent Focus Group, Governors, staff and the School Council.

5. AIMS AND OBJECTIVES

Each child is entitled to a broad and balanced curriculum which is relevant to their developmental stage and which is appropriately differentiated to ensure access. We are an inclusive school and have successfully included children with a range of additional needs including, speech and language, learning, behaviour and emotional, genetic conditions and physical disabilities. The development and progress of all children within our school is of paramount importance but we acknowledge that some children have additional needs and may require provision that is additional to or different from the provision others require.

We seek to achieve high aspirations and expectations for all children through the following objectives:

- To create an environment that meets the special educational needs of each child.
- To ensure a clear process for identifying, assessing, planning, providing and reviewing for pupils who have special educational needs and disabilities, putting the child and the parents at the heart of the process.
- To enable all children to have full access to all elements of the school curriculum.
- To develop effective whole school provision management as specified in the "school's offer" on the school website.
- To develop a programme of training and support for all staff working with pupils with special educational needs and disabilities which develops our practice within the guidance set out in the SEND Code of Practice, July 2014.

6. IDENTIFICATION OF NEEDS

There are 4 main areas of need that can be identified:

- Cognition and learning.
- Communication and interaction.
- Social, mental and emotional health.
- Sensory and physical.
- At Ewell Grove we will identify the needs of each pupil by considering the needs of the whole child, which are broader than just the special educational needs of the child. With that in mind a holistic approach will be used to address these needs. There will be a graduated approach to SEND support.

Early identification is vital. Some children who join our school having attended an early education setting may have had their needs already assessed. Class teachers undertake formal and informal assessments and observations throughout each day and these will be used to determine whether the child has any initial difficulties in their learning. Currently a formalised Baseline Assessment is undertaken and this can form a part of the assessment process. We use this information to provide starting points for the development of an appropriate curriculum.

If our assessments show that a child may be experiencing difficulty in their learning, we use a range of strategies that make full use of all available classroom and school resources. Within the range of abilities in all classes the majority of the children will have their learning needs met through what is commonly called Quality First Teaching, which comprises the strategies and actions within Wave 1 (see SEND Information Report on school website). The child's class teacher will offer interventions that are different from or additional to those provided as part of the school's usual working practices. At this point, following discussions with the

parents, the child will be placed on the school's SEN Register; in essence this is a list of children requiring additional support within our school. Once a child is on the SEN Register their progress is monitored and additional provision made, if after a period of support there is no further need for additional support the child will be removed from the SEN Register. There will be a Graduated Response to the needs of the child, with possible movement from Wave 1 intervention to Wave 2. The class teacher will keep parents informed and draw upon them for additional information. The Special Educational Needs Co-ordinator (SENCo), if not already involved, will become involved if the teacher and parents feel that the child would benefit from further support. The SENCo will then take the lead in further assessments of the child's needs and will liaise with outside agencies where appropriate.

We will record the strategies used to support the child within a SEND Support Arrangements plan; this will focus upon Person Centred Outcomes and will clarify the short-term targets set for the child and the teaching strategies to be used. It will also indicate the planned outcomes and the date for the plan to be reviewed. In most cases, this review will take place once a term. Targets will be discussed with parents and shared with the child. Wherever possible the aspirations and needs of the child as voiced by them will be included.

There should be a minimum of two plans within an academic year; it is recommended that these should be written in May and October in order to give the class teacher at the beginning of a new academic year the opportunity to work on the targets identified by the previous class teacher whilst developing their understanding of the strengths and weaknesses of the child. For some children it may be desirable to review these arrangements more frequently than this due to heightened concerns.

If the review identifies that support is needed from outside services/agencies, we will seek to consult parents prior to any support being actioned and a joint decision will be made. In most cases, children will be seen in school by external support services. This may lead to additional or different strategies to those previously used. External support services will provide information for the child's new SEND Support Arrangements plan. The new strategies within the plan will, wherever possible, be implemented in the child's normal classroom setting. Intervention occurs within a cycle of Assess, Plan, Do and Review which includes regular consultation and feedback to parents. Further details can be found on the school's website (SEN information report).

If the child continues to demonstrate significant cause for concern, a request for statutory assessment will be made to the LA. A range of written evidence about the child will support the request which will be co-produced by the school and parents. The outcome of the statutory assessment may be an Educational Health Care Plan. For pupils with an EHCP the LA must review the plan at least annually. Parents and the child are invited to attend and make a written contribution to the review meeting; their voice is seen as vital.

7. SEN PROVISION

SEN support can take many forms. This could include:

- A special learning programme for your child.
- Extra help from a teacher or a teaching assistant.
- Working with your child in a small group.
- Observing your child in class or at break times and keeping records.
- Helping other children to work with your child.
- Support your child with physical or personal care difficulties.

Further examples of support at different levels of intervention will be found in SEN information report on the school website.

Additional information regarding support can be found on the Surrey Local Offer website.

8. SUPPORTING PUPILS AT SCHOOL WITH MEDICAL CONDITIONS

We recognise that pupils with medical conditions should be supported so that they have full access to the educational opportunities on offer including school trips and physical education. Children with medical needs have Individual Health Care plans which are reviewed and updated regularly. Staff are provided with INSET to address on-going training needs and when necessary specific training has been accessed to address the needs of individual children.

9. MONITORING AND EVALUATION OF SEN

Monitoring is undertaken by:

- The SENCo monitors the movement of children within the SEN system in school and provides staff and governors with regular summaries of the impact of the policy on the practice of the school.
- The SEN Governor has regular termly meetings with the SENCo to discuss provision for children with SEND.
- The SENCo is involved in supporting teachers in the production of SEN Support Arrangements.
- The SENCo and the Headteacher and year group teachers hold regular meetings to review the work of the school in this area and to monitor the progress of all children with a particular emphasis upon vulnerable groups.
- The governing body reviews this policy annually and considers any amendments in the light of the annual review findings.
- Data relating to progress and achievement of children informs aspects of the School Development and Improvement Plan.

10. TRAINING AND RESOURCES

As a school, we ensure that all staff keep up to date with developments in teaching and provision to meet the needs of pupils with SEND.

Aspects may include:

- Audit of staff development needs.
- School based INSET and training for staff delivered by the SENCo and others e.g. Surrey specialist teachers, EPs, health professionals, Babcock 4S consultants.
- The SENCo's own professional development e.g. attendance at SENCo networks, courses, conferences and specialist knowledge and experience.

Funding for SEND is included within the school's budget from the Local Authority and this is intended to be used for children who require support at Wave 1 and 2 (see SEND Information Report for further information about provision at these levels). If however it is clear that the level of support needed exceeds the level the school can provide then it may be necessary to seek additional funding from the Local Authority.

COMPLAINTS ABOUT SEND PROVISION

Complaints about SEND should in the first instance be made to the class teacher, SENCo or the Headteacher. Parents will then be referred to the school's Complaints Policy which is on the school website.

The parents or carers 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.

11. STORING AND MANAGING INFORMATION

The school complies with the statutory requirements regarding storing and managing information and data. Documentation will be shared with receiving schools (when the child moves schools) and parents.

12. REVIEWING THE SEN POLICY

In line with all school policies the SEN policy is kept under regular review and is considered annually by the Governing Board.