



**St Augustine of Canterbury  
Catholic Primary School**

# Special Educational Needs and Disability Policy

DATE: June 2020

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1.0	May 2020	Format Revision
1.0	June 2020	Update
<u>1.01</u>	<u>Nov 2023</u>	<u>Update</u>

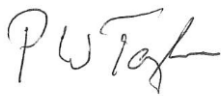
*“Created by God to love and learn”*



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## Document Information

Author	Head Teacher	Review Frequency	Every 2 years  Subject to local education authority and/or national policy change
Date of Ratification	<del>December</del> <del>June</del> 202 <del>30</del>	Related Policies	
Review Group	<del>FGB</del> <del>Curriculum</del> <del>Committee</del>	Ratified at Full Governing Body <del>December</del> <del>June</del> 202 <del>30</del>	
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## SPECIAL EDUCATION NEEDS AND DISABILITY POLICY

### Mission Statement

St Augustine of Canterbury Catholic Primary School provides an education that inspires and nurtures God's children to succeed to their full potential as we are...

*"Created by God to love and learn"*

### Responsibility for the co-ordination of SEND provision

The person responsible for overseeing the provision for children with SEND is Mark Hilliam, Headteacher.

The person co-ordinating the day to day provision of education for pupils with SEND is Deanne Fitzpatrick (experienced SENDCo) who is a member of the Senior Leadership Team.

The SEND Governor for the school is ~~Clare Malone~~[Stephen Wells](#).

### Aims and Objectives

#### Aims

Special Educational Needs and Disabilities provision at St Augustine's School aims to enable pupils with SEND to have access to a broad, balanced and differentiated curriculum, and to support the development of the whole child within the resources and expertise of the school. All SEND provision will have regard to the Code of Practice (September 2014) and the disability and Discrimination Act.

#### Objectives

Staff members seek to:

- Identify the needs of pupils with SEND as early as possible. This is most effectively done by gathering information about their needs.
- Monitor the progress of all pupils in order to aid the identification of pupils with SEND. Continuous monitoring of those pupils with SEND by their teachers will help to ensure that they are able to reach their full potential.
- Make appropriate provision to overcome all barriers to learning and ensure pupils with SEND have full access to the National Curriculum. This will be co-ordinated by the SENDCo and Head Teacher and will be carefully monitored and regularly reviewed in order to ensure that individual targets are being met and all pupils' needs are catered for.

- Work with parents to gain a better understanding of their child's needs and involve them in all stages of their child's education. This includes supporting them in terms of understanding SEND procedures and practices and providing regular feedback on their child's progress.
- Work with and in support of outside agencies when the child's needs cannot be met by the school. Some of these services include Educational Psychology Service (EPS), Speech and Language Therapy (SALT), Children and Adolescent Mental Health Service (CAMHS), Occupational Therapists (OT) and Behaviour support (BSS).
- Create a school environment where pupils can contribute to their own learning. This means encouraging relationships with adults in school where pupils feel safe to voice their opinions of their own needs, and carefully monitoring the progress of all pupils at regular intervals. Pupil participation is encouraged through school by wider opportunities such as school council, trips, visitors, school plays and sports teams.

### **Arrangements for co-ordinating SEND provision**

The SENDCo will hold details of all SEND records for individual pupils.

All staff can access:

- The SEND Policy.
- A copy of the SEND Register.
- Guidance on the identification of SEND.
- Information on individual pupils' special educational needs and copies of provision maps.
- Practical advice, teaching strategies, and information about types of special educational needs and disabilities.
- Information available through South Gloucestershire's SEND local offer.

In this way, every staff member will have complete and up-to-date information about all pupils with special needs and their requirements which will enable them to provide for the individual needs of all pupils.

This policy is made accessible to all staff and parents in order to aid the effective coordination of the school's SEND provision.

### **Specialist SEND provision**

We are committed to whole school inclusion. In our school we support children with a range of special educational needs. We will seek specialist SEND provision and training from SEND services where necessary. Some children may require extra funding to facilitate our obligations.

## **Identification of pupils needs**

### **Identification**

#### **Definitions of special educational needs (SEND) taken from section 20 of the Children and Families Act 2014.**

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

A child of compulsory school age or a young person has a learning difficulty or disability if they:

- a) have a significantly greater difficulty in learning than the majority of others of the same age; or
- b) have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.

A child under compulsory school age has special educational needs if they fall within the definition at (a) or (b) above or would do so if special educational provision was not made for them.

Children must not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught.

### **A graduated approach:**

#### ***Quality First Teaching***

- a) Any pupils who are falling significantly outside of the range of expected academic achievement in line with predicted performance indicators and grade boundaries will be monitored. Observations will also take place on any child deemed to have additional needs in their emotional, social, communication, sensory and physical needs.
- b) Once a pupil has been identified as possibly having SEND they will be closely monitored by staff in order to gauge their level of learning and possible difficulties.
- c) The child's class teacher will take steps to provide differentiated learning opportunities that will aid the child's academic progression and enable the teacher to better understand the provision and teaching style that needs to be applied.
- d) The SENDCo will be consulted as needed for support and advice.
- e) The SENDCo and class teacher will then determine whether:
  - the teacher continues to monitor and deliver support within the classroom,
  - the child is placed on an intervention programme
  - short term targets on a Class Provision Map are written for the child linked to additional intervention support.
  - a referral is made and external support services involved.
- f) Parents will be informed fully of every stage of their child's development and the circumstances under which they are being monitored. They are encouraged to share information and knowledge with the school.

- g) The child's viewpoints will be collected to support identification of strengths, needs and aspirations.
- h) The child is recorded by the school as either being under observation due to concern by parent or member of staff or is placed on the school's SEND register.
- i) Meetings with parents and pupil progress meetings are used to monitor and assess the progress being made by children.

## ***SEND Support***

Where it is determined that a pupil does have SEND, parents will be advised of this and they will be added to the SEND register. The aim of identifying a pupil with SEND is to help school ensure that effective provision is put in place and so remove barriers to learning.

The support provided consists of a four – part process:

- Assess
- Plan
- Do
- Review

This is an ongoing cycle to enable the provision to be refined and revised as the understanding of the needs of the pupil grows. This cycle enables the identification of those interventions which are the most effective in supporting the pupil to achieve good progress and outcomes.

## ***Assess***

This involves clearly analysing the pupil's needs using the class teacher's assessment and experience of working with the pupil, details of previous progress and attainment, comparisons with peers and national data, as well as the views and experience of parents. The pupil's views and where relevant, advice from external support services will also be considered. Any parental concerns will be noted and compared with the school's information and assessment data on how the pupil is progressing.

This analysis will require regular review to ensure that support and intervention is matched to need, that barriers to learning are clearly identified and being overcome and that the interventions being used are developing and evolving as required. Where external support staff are already involved, their work will help inform the assessment of need. Where they are not involved, they may be contacted, if this is felt to be appropriate, following discussion and agreement from parents.

## ***Plan***

Planning will involve consultation between the teacher, SENDCo and parents to agree the adjustments, interventions and support that are required; the impact on progress, development and or behaviour that is expected and a clear date for review. Parental involvement may be sought, where appropriate, to reinforce or contribute to progress at home. All those working with the pupil, including support staff will be informed of their individual needs, the support that is being provided, any particular teaching strategies/approaches that are being employed and the outcomes that are being sought.



## ***Do***

The class teacher remains responsible for working with the child on a day-to-day basis. They will retain responsibility even where the interventions may involve group or one-to-one teaching away from the main class teacher. They will work closely with teaching assistants and to plan and assess the impact of support and interventions and links with classroom teaching. Support with further assessment of the pupil's strengths and weaknesses, problem solving and advising of the implementation of effective support will be provided by the SENDCo.

## ***Review***

Reviews of a child's progress will be made regularly. The review process will evaluate the impact and quality of the support and interventions. It will also take account of the views of the pupil and where necessary their parents. The class teacher, with possible advice from the SENDCo, will revise the support and outcomes based on the pupil's progress and development making any necessary amendments going forward, in consultation with parents and the pupil.

## ***Referral for an Education, Health and Care Plan***

If a child has lifelong or significant difficulties, they may undergo a Statutory Assessment Process which is usually requested by the school but can be requested by a parent. This will occur where the complexity of need or a lack of clarity around the needs of the child are such that a multi-agency approach to assessing that need, to planning provision and identifying resources, is required. The decision to make a referral for an Education, Health and Care Plan will be taken at a progress review.

The application for an Education, Health and Care Plans will combine information from a variety of sources including:

- Parents
- Teachers
- SENDCo
- Social Care
- Health professionals

Information will be gathered relating to the current provision provided, action points that have been taken, and the preliminary outcomes of targets set. A decision will be made by a group of people from education, health and social care about whether the child is eligible for an EHC Plan. Parents have the right to appeal against a decision not to initiate a statutory assessment leading to an EHC Plan.

Further information about EHC Plans can found via the SEND Local Offer:

[www.southglos.gov.uk/health-and-social-care/local-offer/](http://www.southglos.gov.uk/health-and-social-care/local-offer/)

or by contacting Supportive Parents on: **0117 9897725**

## ***Education, Health and Care Plans [EHC Plan]***

- a. Following Statutory Assessment, an EHC Plan will be provided by South Gloucestershire County Council, if it is decided that the child's needs are not being met by the support that is ordinarily available. The school and the child's parents will be involved developing and producing the plan.
- b. Parents have the right to appeal against the content of the EHC Plan. They may also appeal against the school named in the Plan if it differs from their preferred choice.

- c. Once the EHC Plan has been completed and agreed, it will be kept as part of the pupil's formal record and reviewed at least annually by staff, parents and the pupil. The annual review enables provision for the pupil to be evaluated and, where appropriate, for changes to be put in place, for example, reducing or increasing levels of support.

### **Access to the curriculum, information and associated services**

Every effort will be made to educate pupils with SEND alongside their peers in a mainstream classroom setting. Where this is not possible, the SENDCo will consult with the child's parents for other flexible arrangements to be made.

Regular training and learning opportunities for staff on the subject of SEND and SEND teaching are provided. Staff members are kept up to date with teaching methods which will aid the progress of all pupils including those with SEND.

In class provision and support are deployed effectively to ensure the curriculum is differentiated where necessary. We make sure that individual or group work is available where it is felt pupils would benefit from this provision.

We set appropriate individual targets that motivate pupils to do their best and celebrating achievements at all levels.

The school curriculum is regularly reviewed to ensure that it promotes the inclusion of all pupils.

### **Evaluating the success of provision**

In order to make consistent continuous progress in relation to SEND provision the school encourages feedback from staff, parents and pupils throughout the year. This is done through pupil conferencing and progress meetings with teachers and parents.

Pupil progress will be monitored on a termly basis in line with the SEND Code of Practice. SEND provision and interventions are recorded on class provision map, which are updated when the intervention is changed. These are updated by the class teacher and are monitored by the SENDCo. These reflect information passed on by the SENDCo and teacher at the beginning of an academic year and are adapted following assessments.

These interventions are monitored and evaluated termly by the SENDCo and information is fed back to the staff, parents and governors. This helps to identify whether provision is effective.

### **Complaints procedure**

If a parent or carer has any concerns or complaints regarding the care or welfare of their child, an appointment can be made by them to speak to the Head Teacher or SENDCo, who will be able to advise on formal procedures for complaint.

### **In service training (CPD)**

We aim to keep all school staff up to date with relevant training and developments in teaching practice in relation to the needs of pupils with SEND.

The SENDCo attends relevant SEND courses and facilitates/ signposts relevant SEND focused external training opportunities for all staff.

We recognise the need to train all our staff on SEND issues and we have funding available to support this professional development. The SENDCo, with the senior leadership team, ensures that training opportunities are matched to school development priorities.

## **Links to support services**

The school continues to build strong working relationships and links with external support services in order to fully support our SEND pupils and aid school inclusion.

Sharing knowledge and information with our support services is key to the effective and successful SEND provision within our school. Any one of the support services may raise concerns about a pupil. This will then be brought to the attention of the SENDCo who will then inform the child's parents.

## **Working in partnerships with parents**

We believe that a close working relationship with parents is essential in order to ensure:

- a) Early and accurate identification and assessment of SEND leading to appropriate intervention and provision
- b) Continuing social and academic progress of children with SEND
- c) Personal and academic targets are set and met effectively

In cases where more frequent regular contact with parents is necessary, this will be arranged based on the individual pupil's needs. The SENDCo may also signpost parents of pupils with SEND to 'Supportive Parents' where specific advice, guidance and support may be required.

If an assessment or referral indicates that a pupil has additional learning needs the parents and the pupil will always be consulted with regards to future provision. Parents are invited to attend meetings with external agencies regarding their child and are kept up to date and consulted on any points of action drawn up in regards to the provision for their child.

The school's SEND Governor (~~Sharon Johnson~~ Clare Malone) liaises closely with the SENDCo and Headteacher in relation to SEND matters.

## **Links with other agencies**

We invite and seek advice and support from external agencies in the identification and assessment of, and provision for, SEND. The SENDCo is the designated person responsible for liaising with the following:

- Education Psychology Service
- Behaviour Support Service
- Speech and Language Service
- Inclusion Support Service
- Specialist Outreach Services

## **Access to this policy**

A copy of this policy will be available from the School Office for Staff, Governors and Parents for reference as necessary.

## **Monitoring and Review**

This policy will be reviewed and revised through delivery and minor amendments will be made annually.

Date Approved: December 2023 ~~June 2020~~

## Equality Impact Assessment - Groups that may be affected:

Are there concerns that the policy could have a different impact on any of the following groups? (please tick the relevant boxes)	Existing or potential adverse impact	Existing or potential for a positive impact x or n.a.
<b>Age</b> (young people, the elderly; issues surrounding protection and welfare, recruitment, training, pay, promotion)		<u>x</u>
<b>Disability</b> (physical and mental disability, learning difficulties; issues surrounding access to buildings, curriculum and communication)		x
<b>Gender reassignment</b> (transsexual)		<u>x</u>
<b>Marriage and civil partnership</b>		<u>x</u>
<b>Pregnancy and maternity</b>		<u>x</u>
<b>Racial groups</b> (consider: language, culture, ethnicity including gypsy/traveller groups and asylum seekers)		x
<b>Religion or belief</b> (practices of worship, religious or cultural observance, including non-belief)		x
<b>Gender</b> (male, female)		x
<b>Sexual orientation</b> (gay, lesbian, bisexual; actual or perceived)		<u>x</u>