

Special Educational Needs Information Report Western Road Community Primary School



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| **1. About this report** | |  | | --- | | **Referenced in law and guidance** | |
| The Children and Families Act 2014 says that all maintained schools must publish a Special Educational Needs (SEND) Information Report every year. This report explains how our school meets the needs of children with SEND. It will be shown on our school website and in the ‘local offer’ on [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk/).  In the report, we explain how we meet our duties towards children with special educational needs and disabilities. This report is also our SEND policy. For more information on the law and guidance we follow, see [www.eastsussex.gov.uk/localoffer](http://www.eastsussex.gov.uk/localoffer)  We will review this report every year and will involve children and parents through regular consultations and meetings. If you want to give us your views about the report, please contact the school office.  *Hilary Turner (Chair of Governors)* | |  | | --- | | SEND CoP 6.81 | |
| **2. Who do I contact about my child’s special educational needs?** |  |
| If you are thinking of applying for a place, contact the School Administrator, Mrs Cris Winter.  If your child is already at the school, your first point of contact at school is your child’s class teacher. The school telephone number 01273 473013, or you can email the school office on [office@westernroad.e-sussex.sch.uk](mailto:office@westernroad.e-sussex.sch.uk) , who will forward on your query.  The Special Educational Needs Coordinator (SENDCo) is responsible for managing and co-ordinating the support for children with additional or special educational needs, including those who have Education Health and Care (EHC) plans. The SENDCo also provides professional guidance to school staff and works closely with parents and other services that provide for children in the school.  *Kerry Bedford is our school’s SENDCo.*  How to contact: please telephone 01273 473013 or email:  [senco@westernroad.e-sussex.sch.uk](mailto:senco@westernroad.e-sussex.sch.uk)  Best time to contact – Working days are Wednesday or Thursday  Governors for SEND: Tom Jeffery and Sami Howard (contactable via the School Office) | |  | | --- | | SEND CoP 6.79 bullet 5 | |

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| **3. Which children does the school provide for?** | | | | |  | |
| We are a maintained primary school and admit children from age 4 to 11. We have an inclusive ethos. This means we provide for children with all types of special educational needs. If you want a place for a child who has a statement or Education Health and Care Plan, contact your Assessment and Planning Officer at East Sussex County Council. If you want a place for any other child with special educational needs, you should apply as normal and your application will be considered in the same way as applications from children without special educational needs.   * Western Road Community Primary School - admissions policy can be found on our website * school admissions - East Sussex.gov.uk * contact Information for Families for admissions advice 0345 60 80 192 | | | | | SEND CoP 6.79 bullet 1  The kinds of SEN that are provided for. | |
| **4. Summary of how the school meets the needs of children with SEN and disabilities** | | | | |  | |
| At Western Road we aim to include all children, regardless of their need, in the life of the whole school community. We aim to do this in a way that involves the views of parents and the children themselves, respecting individual beliefs, tradition and culture. This is in accordance with the Children and Families Act 2014 and the Equalities Act 2010.  The support and needs of children with SEND are regularly reviewed and updated using our SMART Target approach. The `assess, plan, do, review` cycle of monitoring children`s progress is a key element of our good practice.  If the child is looked after by the local authority they will have a Care Plan including a Personal Education Plan (PEP) and a Health plan. We will coordinate these plans with the SEND support plan and will involve parents and carers as well as foster carers or social workers in discussions. | | | | | SEND CoP 6.79 bullet 5  SEND CoP 6.80 re looked after children. | |
| **5. How does the school identify children’s special educational needs** | | | | |  | |
| We aim to identify children’s special educational needs (SEND) as early as possible, so that the child achieves the best possible outcomes.  A child has SEND where their learning difficulty or disability calls for special educational provision. That is, provision which is different from or additional to what is available to children of the same age.  Children may have one or more broad areas of special educational need:   * **Communication and interaction** – including speech and language difficulties and autism * **Cognition and learning** – including developmental delay and specific learning difficulties such as dyslexia, dyscalculia and dyspraxia. * **Social, emotional and mental health difficulties** – including difficulties with behaviour, attention deficit hyperactive disorder, an attachment disorder or anxiety.   **Sensory and/or physical needs-** including visual and hearing impairment, dyspraxia, cerebral palsy and other physical disabilities or medical conditions which affect a child’s learning. | | | | | SEND CoP 6.79 bullet 5  Arrangements for assessing and reviewing children and young people’s  progress towards outcomes. This should include the opportunities available to work with parents and young people as part of this assessment and review. | |
| We assess each child’s skills and level of attainment when they start at the school. We continually assess each child’s progress. If a child is making less than the progress we would expect for their age or individual circumstances, we will consider whether they have special educational needs.  The SENDCo will gather evidence from the class teacher and support staff who are working with the individual child and build up a picture of what the child`s level of attainment is. If it is well below what is expected at their age then the SENDCo will carry out assessments and observations of the child to try and identify any learning difficulties that the child may have. The SENDCo will then advise the class teacher about ways forward for the child within the class setting, through quality first teaching in the first instance. If progress continues to be slow the SENDCo and the class teacher will liaise about intervention work and how this will be best delivered by the class team.  If a child presents with behavioural difficulties we would consider them to have special educational needs if their behaviour, over time, is creating a barrier to their academic progress and positive interaction in the school community. All behaviours are a form of communication and we aim to listen, understand and support children through a range of strategies and tools.  Similarly if a child speaks English as an additional language, then they would be identified as needing special education support. Our teaching, learning and assessment policy can be found on our school website. | | | | |  | |
| **6. How does the school teach and support children with SEN?** | | | | |  | |
| At Western Road we support children with SEND within the class setting through quality first teaching and through differentiated tasks that are planned by the class teachers. This is delivered, using a personalised and scaffolded approach by the class team.  Intervention programmes which address a variety of needs such as core skills, social interaction, nurture and confidence building are delivered in small groups or on a 1:1 basis depending on what is going to ensure quality of delivery.  This additional and differentiated support work is monitored for its effectiveness through regular assessment work. Monitoring of small step progress, through the use of SMART Targets on Additional Needs Plans, is essential at short intervals for progress to be measured for children with complex SEND needs. There can also be ongoing teacher assessment or more formal assessments which diagnose learning difficulties, such as dyslexia.  The professional practice and development of school staff is maintained through the implementation of the school`s performance management procedures which are overseen by the headteacher and governing body. | | | | | SEND CoP 6.79 bullet 7  The approach to teaching children and young people with SEN  6.88, 6.89 | |
| **7. How will the curriculum and learning environment be matched to my child’s/young person’s needs?** | | | | |  | |
| All children have access to a broad, balanced and creative curriculum which is suitable for all our children. We set high expectations for all children and strive to make learning fun and interactive.  We adjust the curriculum for each child with SEND to make sure that they can access the subjects at their own level and make progress. This is called ‘adaptive teaching’ or ‘differentiation’.  We look at the child’s level of achievement and see what support they need to make good progress and reach their potential. We use our Assessment Policy to do this. We talk with children and parents as part of the SEND support cycle (assess, plan, do, review).  Parents can get information about their child`s year group curriculum from the school website, class newsletters and curriculum knowledge organisers. | | | | | SEND CoP 6.79 bullet 8 | |
| **8. How are parents and carers involved in reviewing children’s progress and planning support?** | | | | |  | |
| At Western Road, we encourage parents and carers to have as much involvement in reviewing their child`s progress as possible. Children with SEND’s progress support is documented in a variety of formats, focusing on a graduated approach, and depending on their level of need, but they will have a review meeting three times a year which will involve the school staff, parents and the SENDCO.  All children with SEND have an Additional Needs Pan with SMART Targets which are reviewed three times a year or more often as the need arises. Parents are fully informed through a meeting about any changes in their child`s provision. The Additional Needs Plans follow a process of Assess Plan Do Review. We Assess where the child is at and what their specific needs are. We Plan for an outcome, the Do section explains how we will support the child and the Review section identifies whether the child has achieved the Plan.  For more information about this, please see the Parent Guide on the Graduated Approach on our school website.  Children with more complex needs may have an Education Health and Care Plan with Local Authority funding which will be reviewed annually. School staff, parents and outside agencies attend these annual reviews. | | | | | SEND CoP 6.79 bullet 3  SEND CoP 6.79 bullet 5  SEND CoP 6.43  SEND CoP 6.53 | |
| **9. How are children involved in reviewing their progress and planning support?** | | | | |  | |
| Children with SEND at Western Road are invited, through pupil voice and other opportunities, see tables below, to contribute to the decisions that are made about their support in school. This is done through the child talking with a trusted adult such as the support staff, class teacher or SENDCO.  A `home-school` book or communication through email, is sometimes used to inform the staff about any concerns from home that may help them to understand the child`s response to their support on a daily basis.  The chart below shows the different opportunities children have to talk about their learning: | | | | | SEND CoP 6.79 bullet 4  and 6.79 bullet 5 | |
|  |  | *Who’s involved?* | *How often?* |  | |
| *Self-assessment* | *Child, class teacher* | *Daily* |
| *Class Circle times* | *Child, class teacher* | *Weekly or as needs arise* |
| *Questions / Worry box* | *Child, class teacher* | *Weekly or as needs arise.* |
| *School Council* | *Class, class teacher, PSHE subject leader* | *Fortnightly* |
| *Pupil Voice* | *Child, SENDCo, class*  *teacher/ teaching assistant* | *At least once a year* |
| *Additional Needs Plan Targeted review meetings* | *Child, parents, class teacher supported by SENDCo* | *At least three times a year* |
| *Annual reviews (EHC Plans only)* | *Child, parents, SENDCO, class teacher, support services, local authority.* | *Once a year* |
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| **10. How will the school prepare and support my child to transfer to a new school/ college or the next stage of education and life?** | | | | |  | |
| At Western Road we aim to fully support children with SEND with transition to a new setting. This is important for ensuring continuity of care and support for these children as they progress through the school system.  The secondary schools in the Lewes area liaise closely with the primary schools to support the transition of all Year 6 children to Key Stage 3 in Terms 5 and 6. They arrange extra visits for children with SEND at this time.  Any children with EHC Plans will have their provision reviewed in Term 2 of Year 5 so that parents can make an informed choice for their child`s secondary school. It should then be reviewed in Term 2 of Year 6 and this review should include the member of staff from their chosen secondary school who will support SEND students on entry to secondary school in Year 7. This is usually the SENDCo. Western Road SENDCo co-ordinates the arrangements for these meetings.  Western Road has a programme in place to support children with SEND within school transition when children move up to the next curriculum year and especially when moving from Key Stage 1 to Key Stage 2.  When starting at Western Road, meetings are carried out by our Early Years team in school prior to children beginning in the Reception Class. Assessments made in pre-school settings will be shared with the Early Years team about children identified with SEND, and where appropriate, the SENDCo will be present for these meetings. | | | | | SEND CoP 6.79 bullet 6 | |
| **11. What training do school staff have?** | | | | |  | |
| When we plan support for a child, we think about the knowledge and skills their teachers and support staff will need. If necessary, we plan training for the staff member or arrange an INSET training day.  The Headteacher, in consultation with senior leaders, staff and governors, sets up the whole school development plan at the beginning of the year and this is reviewed throughout the academic period from September to July. This plan carefully matches the training needs of the staff with the targets and objectives set down in the document.  All our teachers are fully qualified and trained in accordance with the professional requirements of the DfE.  Our SENDCo has completed the SEND qualification. Our teaching assistants receive training to deliver literacy, speech and language, numeracy and social skills interventions. Lunchtime assistants are trained in supporting children with play skills and other specialist staff include a play and art therapist.  We have a wide range of training available to us which is mainly provided by outside agencies such as the Communication, Learning and Autism Support Service (CLASS) and the Speech and Language Service. We also provide INSET for staff using the expertise from within the school community.  *East Sussex County Council training for schools- czone.eastsussex.gov.uk Inclusion Development Programme- idponline.org.uk Advanced training materials- advanced-training.org.uk* | | | | | SEND CoP 6.79 bullet 9 | |
| **12. How does the school measure how well it teaches and supports children with SEND?** | | | | |  | |
| We regularly and carefully review the quality of teaching for all children to make sure no-one under achieves. We look at whether our teaching and programmes of support have made a difference. We use information systems to monitor the progress and development of all children. This helps us to develop the use of interventions that are effective and to remove those that are less so.  We complete an annual self-evaluation of our SEND provision and use this to develop an action plan to further improve our SEND provision.  We invite parents to provide feedback at meetings, through attending parent forums and through the Ofsted parent view website. <https://parentview.ofsted.gov.uk/> | | | | | SEND CoP 6.79 bullet 10  Evaluating the effectiveness of the provision made for children and young people with SEN. | |

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| **13. How accessible is the school and how does the school arrange equipment or facilities children need?** |  |
| At Western Road we make reasonable adjustments and provide auxiliary aids to our premises in accordance with the Equalities Act to help all children with SEND who require access to the school building. We have set out our policy regarding this in our Equalities and Accessibility Plans.  For more information see our Equality Policy, Equality Action Plan and our Policy on Supporting Pupils with Medical Conditions on our school website. | Section 69 Children and Families Act 2014. |
| **14. How will my child/young person be included in activities with other children, including school trips?** |  |
| Through careful planning and reasonable adjustments, children with SEND engage in the activities of the school together with those who do not have SEND and are encouraged to participate fully in the life of the school and in any wider community activity.  We work with parents and children to listen to their views, feelings and wishes to ensure children with SEND engage fully in the life of the school and in any wider community activity.  The class teacher in consultation with the parents will plan ahead for any off site trip or activity to ensure that their child will be able to access wider curriculum activities safely and fully. Similarly, school staff will liaise with parents about how children with SEND can take part in after school clubs which will involve a variety of activities, including physical exercise.  We make adjustments for social events by providing a breakout room and inviting parents/carers to bring children into school events earlier to make it a quieter and less busy environment. | SEND CoP 6.79 bullet 11 |
| **15. What support will there be for my child’s/young person’s overall well-being and their emotional, mental and social development?** |  |
| We know that it is extremely important for every child’s mental and emotional well-being to be supported and monitored at school. Children with SEND are especially vulnerable in this aspect of life at school. Without careful monitoring and planning for their support in this area they will fail to thrive and make progress and feel that they are included in the life of the school.  Through school assemblies and class based programmes such as the Zones of Regulation and intervention work using Circle Time activities, we support children as part of the school community and as individuals.  We can also offer individual therapeutic work and some group nurture work for those who are particularly vulnerable.  We will monitor and review progress, with the child and parent, so that we can see good outcomes for them. We will do this as part of the SEND support planning cycle of assess, plan, do, review.  The school may work with other services to support children, e.g. Communication, Learning and Autism Support Service (CLASS), Education Support, Behaviour & Attendance Service (ESBAS), Child and Adolescent Mental Health Services (CAMHS), Early Help services, Family Support Workers etc. | SEND CoP 6.79 bullet 12 |
| **16. What specialist services does the school use to support children and their families?** |  |
| As part of the cycle of SEND support (assess, plan, do, review) we will consider whether we need to involve other services to make sure the child’s specific needs are met. Parents are always involved in any decision to involve specialists.  ISEND services and Specialist Outside agencies the school may use are:  Speech and Language Service  Educational Psychology Service  *Link to local offer pages on council and health services.*  https://new.eastsussex.gov.uk/childrenandfamilies/specialneeds/search-for-services/ <https://new.eastsussex.gov.uk/childrenandfamilies/specialneeds/health-services/> | SEND CoP 6.79 bullet 13 |
| **17. Where can I get information, advice and support?** |  |
| **East Sussex County Council’s Local Offer:**  [www.eastsussex.gov.uk/localoffer](http://www.eastsussex.gov.uk/localoffer)  **Parent information Contact at school:** *https://new.eastsussex.gov.uk/childrenandfamilies/familysupport/parent-information- contacts/about/)*  Parent Information Contact Kerry Bedford (SENCO) Contact: 01273 473013 or [senco@westernroad.e-sussex.sch.uk](mailto:senco@westernroad.e-sussex.sch.uk)  Best time to contact: Wednesday and Thursday.  **SEND information, advice and support service**  Impartial advice and help for children and young people with special educational needs and disabilities and their parents and carers.  0345 60 80 192 [informationforfamilies@eastsussex.gov.uk](mailto:informationforfamilies@eastsussex.gov.uk) [www.eastsussex.gov.uk/sendadvice](http://www.eastsussex.gov.uk/sendadvice) | CoP 6.81 re local offer  Children and Families Act regulation 51, schedule 1 (11)- re advice |
| **18. What do I do if I am not happy or if I want to complain?** |  |
| Contact the Headteacher in the first instance to discuss your concerns. If your concerns are not satisfactorily resolved, please see the school’s Complaints Policy on the school website. | SEND CoP 6.79 bullet 14 |