



Castle Hill Primary School

Special Educational Needs and Disability Information Report

Castle Hill Primary School

'Do with not for'

At Castle Hill Primary School, we strive to be a fully inclusive school where all pupils achieve their potential. For any child with additional needs, we aim to identify barriers to learning and provide the support needed to ensure they make good progress.

What kinds of special needs are provided for in this school?

At Castle Hill, we believe that every pupil, regardless of gender, race or disability, has right to equal access to a broad and balanced curriculum. We consider it essential that the curriculum is presented in a supportive and stimulating atmosphere, which values children and encourages them to achieve their full potential.

This encompasses the four main areas of SEND.

- Communication and interaction
- Cognition and learning
- Social, mental and emotional health
- Sensory and/or physical

Castle Hill's SEND Information Report is written with full regard to the United Nations Convention on the Rights of the Child.

How will my child be welcomed into the school?

How will my child be supported to be part of the school?

We believe that every child is an individual and should be valued. We believe that all children should have their needs met and should be given an equal access to the curriculum. Our aim is to provide individual and small group provision for those children with Special Education Needs and or Disability, whatever those needs may be, so that they can reach their full potential. We feel that their contribution to school life should be valued and we seek to build their self-esteem.

Please view details of admission procedure into our school.

Where can I find out about what is available locally for me, my family or my child?

Gloucestershire County Council has published its own Local Offer which can be accessed by the link below.

https://www.glosfamiliesdirectory.org.uk/kb5/gloucs/glofamilies/family.page?familychannel=2_1#:~:text=The%20Local%20Offer%20is%20a%20central%20source%20of

SENDCo: Mrs. Sarah Bradford

Responsible for:

- Coordinating all the support for children with special educational needs or disabilities (SEND) and developing the school's SEND Policy to make sure all children get a consistent, high quality response to meeting their needs in school.
- Ensuring that you are:
 - Involved in supporting your child's learning
 - Kept informed about the support your child is getting
 - Involved in reviewing how they are doing
- Liaising with all the other people who may be coming into school to help support your child's learning e.g. Speech and Language Therapist, Educational Psychologist, etc.
- Updating the school's SEND register (a system for ensuring all the SEND needs of pupils in this school are known) and making sure that there are detailed records of your child's progress and needs.
- Providing specialist support for teachers and support staff in the school so they can help children with SEND in the school achieve the best progress possible.
- Monitoring the impact of policies and the effectiveness of provision in the school.
- Working with the Local Authority and External Consultants to implement and monitor our provision.

Who is involved?

Class Teachers of Castle Hill

Responsible for:

- The progress of your child and identifying, planning and delivering any additional help your child may need (this could be things like targeted work, additional support) and informing the SENDCo as necessary.
- Writing children's MyPlan and keeping them up to date
- Ensuring that all staff working with your child in school are helped to deliver the planned work/program for your child, so they can achieve the best possible progress. This may involve the use of additional adults, outside specialist help and specially planned work and resources.
- Ensuring that the school's SEND Policy is followed in their classroom and for all the pupils they teach with any SEND.

Head teacher: Mrs Karen Ettrick

Responsible for:

- The day to day management of all aspects of the school, this includes the support for children with SEND.
- The Head teacher will give responsibility to the SENDCo and class teachers but is still responsible for ensuring that your child's needs are met.
- The Head teacher must make sure that the Governing Body is kept up to date about any issues in the school relating to SEND.

SEND Governor: Shirley Allen

Responsible for:

- Making sure that the necessary support is made for any child who attends the school who has SEND.
- Monitoring the effectiveness of SEND provision in the school.

A teaching assistant (TA) may be allocated to some pupils with SEN and or disabilities

A Teaching Assistant (TA) may be allocated at times to a pupil with exceptional special educational needs and/or disabilities and whilst they take a very valuable role in your child's education, we would prefer that questions regarding your child's learning and progress are directed to the staff members named above.

Of course, as a school we welcome regular dialogue between parent/carers and TAs on how a child's day has been and we do actively encourage this regular feedback.

What additional support is there for my child?

In addition to Quality First Teaching, we have different interventions within school that can support pupils with specific needs they may have.

All children receive quality first teaching in classroom:

- ☒ The teacher will have the highest possible expectations for your child and all pupils in their class.
- ☒ All teaching is based on building on what your child already knows, can do and can understand.
- ☒ Putting in place different ways of teaching so that your child is fully involved in learning in class. This may involve things like using more practical learning or providing different resources adapted for your child.
- ☒ All lessons are differentiated to meet the needs of your child and the class.
- ☒ Grouping of ability, mixed and independent work is used to support all pupils.
- ☒ Putting in place specific strategies (which may be suggested by the SENCo or staff from outside agencies) to enable your child to access the learning task.

How will teaching be adapted to meet the needs of my child?

- We make sure activities outside the classroom and school trips are available to all.
- Risk assessments are carried out for each trip and suitable numbers of adults are made available to accompany the pupils, with 1:1 support if necessary. Parents and carers are invited to accompany their child on a school trip if this ensures access.
- After school clubs are available to all pupils and adjustments will be made to support participation, if necessary
- Health and safety audits will be conducted as and when appropriate.

What extra-curricular activities can my child participate in?

How will my child be involved in their own plan?

Children are involved every day in their own learning. They are involved in the marking of their own and their classmates' work. The children are encouraged to talk about their learning in pairs and small groups. Children's targets are discussed with them and they take ownership of them.

At the end of each term the children will be assessed to help inform the teachers' judgements. In any statutory tests we will create a plan for any children with additional needs and consult ATS for advice.

How will my child manage tests/assessment tasks?

How accessible is your school?

- Teachers in school adapt the classroom layouts to cater for children with special needs and/or disabilities.
- For children who benefit from the use of electronic equipment to aid their learning, such equipment as lap-tops, iPads are readily available.
- We can provide equipment for children that may need different types of sensory stimulation.
- View our Accessibility Plan
<http://stjoesmalvern.co.uk>

What skills do the staff have to meet my child's needs?

How is behaviour managed?

- The SENCo's job is to support the class teacher in planning for children with SEND.
- The SENCO has a action plan, that includes where necessary the training needs for all staff to improve the teaching and learning of children including those with SEND. This may include wholeschool training on SEND issues or to support identified groups of learners in school, such as Attention Deficit Hyperactivity Disorder (ADHD) and Dyslexia.
- We have whole staff training to disseminate knowledge, strategies and experience, to ensure consistency of the school's approach for children with an SEND.
- Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs of specific children in their class.

Behaviour in school is based upon our five diamond rules. Children know what is expected of them, and why. They will be able to see good models of behaviours from all adults. To this end, the staff of the school have agreed a common approach, working together to ensure good relationships between members of the school community.

How will I know how my child is doing?

At Castle Hill, your child's progress is continually monitored by their class teacher, SENCO and the Leadership Team.

- Their progress is reviewed every term and an attainment and progress grades are given in reading, writing and maths.
- At the end of each key stage 2, Year 6 all children are required to be formally assessed using Standard Assessment Tests (SATs). This is something the government requires all schools to do and these are the results that are published nationally.
- Children on the School SEND register will follow the graduated response. This has targets set for your child and will be reviewed regularly using Provision Map. You will be invited to attend a meeting in order for us to review and set new targets together.
- The progress of children with an Educational Health Care (EHC) Plan is formally reviewed at an Annual Review with all adults involved with the child's education.
- The Leadership Team and SENCO will also check that your child is making good progress with any individual work and in any group that they take part in.
- A range of ways will be used to keep you informed, which may include:
 - Home liaison book
 - Parents' evenings
 - Additional meetings as required (structured conversations)
 - Reports

What happens if I am worried about my child?

If you tell us you think your child has a SEND, we will discuss this with you and investigate– we will share with you what we find and agree with you what we will do next and what you can do to help your child.

What happens if my children does have SEND?

Support for children with identified special needs starting at this school:

- We will first invite you to visit the school with your child to have a look around and speak to staff
- If other professionals are involved, a Team Around the Child (TAC) meeting will be held to discuss your child's needs, share strategies used, and ensure provision is put in place before your child starts
- The SENCo and/or your child's key worker may visit your child if they are attending another provision
- We may suggest adaptations to the settling initially to help your child to settle more easily

How do you identify children who may have special needs?
How do I get to know if my child has SEND?

At Castle Hill when children have an identified SEND before they start here, we work with the people who already know them and use the information already available to identify what their SEND provision will be in our school setting.
If our staff think that your child has a SEND we will observe them; we will assess their understanding of what we are doing in school and use assessments to pinpoint what is causing difficulty (what is happening and why) and meet with you to discuss further strategies and support.

The school will follow a graduated approach to your child's learning. It will follow the sequence of -Assess, Plan, Do, Review. This way we can constantly make sure that the school is meeting your child's needs.

How will it work?

Children with specific barriers to learning that cannot be overcome through whole class good and outstanding teaching (Quality First Teaching) and intervention groups:

- If your child has been identified as needing more specialist input in addition to good and outstanding classroom teaching and intervention groups, referrals will be made to outside agencies to advise and support the school in enabling your child to make progress.
- Before referrals are made you will be asked to come to a meeting to discuss your child's progress and help plan possible ways forward.
- If it is agreed that the support of an outside agency is a way forward, you will be asked to give your permission for the school to refer your child to a specialist professional e.g. a Speech and Language Therapist or Educational Psychologist. This will help the school and yourself understand your child's particular needs better.

The specialist professional will work with your child to understand their needs and make recommendations, which may include:

- Making changes to the way your child is supported in class e.g. some individual support or changing some aspects of teaching to support them better.
- Support to set targets which will include their specific professional expertise
- Your child's involvement in a group run by school staff under the guidance of the outside professional e.g. a social skills group or attending a nurture group
- A group or individual work with an outside professional
- Further assessment with other professionals when and if appropriate

If you or the school believe that your child needs more support than the current provision set in place either you or the school can request that the Local Authority carry out a statutory assessment of your child's needs. This is a legal process and you can find more details about this in the Local Authority (LA) based Local Offer.

After the school have sent in the request to the Local Authority (with a lot of information about your child, including some from you), they will decide whether they think your child's needs (as described in the paperwork provided), seem complex enough to need a statutory assessment. If this is the case they will ask you and all professionals involved with your child to write a report outlining your child's needs. If they do not think your child needs this, they will ask the school to continue with the support they are providing.

After the reports have all been sent in the Local Authority will decide if your child's needs are severe, complex and lifelong and that they need more support in school to make good progress. If this is the case they will write an Educational Health Care Plan (EHCP). The EHCP will outline support your child will receive from the LA and how the support should be used and what strategies must be put in place. It will also have long and short term goals for your child.

This may be used to support your child with whole class learning, individual programmes or small groups including your child. Each child's programme will vary depending on the needs of the child and the targets set in the EHCP.

We may be able to offer in-house programs like:

Speech and Language Therapy

Nurture groups through pastoral care

We will always use the advice of external agencies e.g. an Educational Psychologist to help develop and review each child's needs.

What if I think my child needs more help than the school can provide?

What if the Local Authority says no?

If the LA decides not to issue an EHCP, they will write to you informing you of their decision. Ask the school to review or continue with the support at the current level and also set up a meeting in school to ensure a plan is in place to ensure your child makes as much progress as possible.

The school budget, received from Gloucestershire County Council Local Authority, includes money for supporting children with SEND.

- The Headteacher decides on the budget for Special Educational Needs and Disabilities in consultation with the school governors, on the basis of needs in the school.
- The Headteacher and the SENDCo discuss all the information they have about SEND in the school, including:
 - the children getting extra support already
 - the children needing extra support
 - the children who have been identified as not making as much progress as would be expected
 - Deciding what resources, training and support is needed.
- All resources, training and support are reviewed regularly and changes made as needed.

How will the school fund the support needed for my child?

How will the school help my child to manage the transitions into the school, into a new class or on to a different school?

We recognise that transitions can be difficult for a child with SEND and take steps to ensure that any transition is as successfully smooth as possible.

- If your child is moving to another school:
 - We will contact the school SENDCo and ensure that they know about any special arrangements or support that need to be made for your child.
 - We will make sure that all records about your child are passed on as soon as possible.
- When moving classes in school:
 - Information will be passed on to the new class teacher IN ADVANCE and in most cases, a planning meeting will take place with the new teacher.
 - All class and MyPlans will be shared with the new teacher.
 - Depending on the needs of the child, visits to their new classroom can be provided to help them in their understanding of moving to a new class.
 - Books can be made containing photographs of the child's new teachers, classroom, etc. for your child to take home with them over the summer holidays so that they can become familiar with everything whilst they are not in school.
- When moving to Castle Hill Primary School during the academic year:
 - We will meet with you and your child to discuss their needs and decide how to best transition into our school.
 - We will liaise with the previous school's SENDCo to discuss the provision and obtain records from external agencies.
- In Year 6:
 - We fully support parents and carers in making decisions about the secondary school they choose for their children and work with them to ensure a successful transition from KS2 to KS3.
 - The SENDCo will attend a meeting to discuss the specific needs of your child with the SENDCo of their secondary school.
 - Your child will have opportunities to learn about aspects of transition to support their understanding of the changes ahead.
 - Where possible your child will visit their new school on several occasions and in some cases staff from the new school will visit your child in this school.

Where can I or my child get further help, information and support?

There are a number of local and national services designed to support parents and carers on many SEND areas. Here are the most popular services in Gloucestershire:

SENDIAS

SENDIAS has been established to ensure that parents and carers of children from 3 to 25 years with special educational needs and/or disabilities (SEND) have access to information, advice and guidance to allow them to make informed decisions about their child's education. The service helps parents and carers write letters and complete forms, deal with education issues, visit schools and provide information about the SEN process.

0800 158 3603

Gloucestershire Family Services

Being a parent of a child with additional needs can sometimes be challenging. Some parents cannot work due to their caring role, which can impact on the whole family financially and emotionally. For parents who can work, it can be demanding trying to maintain a work life balance with caring responsibilities.

It is important for parents (sometimes referred to as parent carers) to get support to help them look after their own health and wellbeing.

How do I complain if I am not happy with what is happening for my child?

If you have anything you are not happy with there is a formal procedure outlined in the 'Complaints Policy' available on the school website. **However**, in most situations the most important thing to do is to speak to the class teacher. If the situation is not resolved, or the issue does not relate to the class context please do not hesitate to make an appointment with the Head Teacher.

If you have any further questions then contact the school and we will be more than happy to help you.

SENCO – Mrs Sarah Bradford

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