



"Developing confident children through creativity and choice within a Christian community"



Utkinton St Paul's
C of E Primary School

"Enabling every child to fulfil his/her potential in a nurturing Christian environment"

Huxley C.E and Utkinton St Paul's C.E Primary School

SEND Policy

Purpose

To ensure that children with Special Educational Needs and Disabilities (SEND):

- are provided with the support they need to recognise and achieve their full potential in order to become happy, confident and productive members of society;
- feel valued, secure and supported within our nurturing Christian community;
- are provided with support and opportunities to develop their 'whole' self by achieving academically, socially and emotionally;
- are provided with access to the whole school curriculum and other learning opportunities.

Inclusion

All pupils will be welcomed at Huxley/Utkinton regardless of any additional needs or disabilities and the school day, curriculum and premises will be tailored to suit the needs of individuals. We aim to develop strong and purposeful relationships between home and school so that children and families/carers, together with school are fully involved in any decision making processes.

Agreed Procedure

- There will be an initial assessment of children's abilities and needs when they join our school:
 - Prior to children joining school in Reception, the class teacher will invite children to attend additional visit days and will arrange to visit children in the home and pre-school setting. Information will be gathered and assessments carried out as a baseline of attainment against the EYFS. In addition to this, we offer 'Stay and Play' sessions which are also used to inform baseline information.
 - Any children who are identified as having SEND in a pre-school setting will require an 'Action for Inclusion Meeting' prior to starting school. This is a multi-agency meeting where all professionals and the parents/carers discuss the child's needs and put together a plan for how best to support the child as they make the transition to school.
 - For pupils joining in-year, school will liaise closely with home and previous educational setting to gain a clear picture of their abilities and will also carry out in-school assessments to ensure we provide an appropriately challenging curriculum.
- If a teacher has concerns about a pupil's progress despite high quality teaching focussing on addressing any areas of weakness, he/she will discuss the matter with the SENDCO and appropriate interventions/support will be put in place. As Utkinton and Huxley have an open door policy and have a good rapport with parents, we will always ensure parents/carers are kept fully informed about children's progress.
- If a child continues to make limited progress once intervention/support has been put in place, the SENDCO will hold a meeting with the child's parents/carers to discuss the need to place the child on the SEND register as accessing 'SEN Support' – parents/carers will always be asked permission to do this. At this point, it may be necessary to discuss the need to involve outside agencies to support the child e.g. Educational Psychologist, Speech and Language Therapy, Occupational Health, Community Paediatrician, Child and Adolescent Mental Health Services (CAMHS).
- Once a child has been placed on the SEND Register, the class teacher and SENDCO will devise suitable targets and strategies/interventions to put in place to meet these targets. These will form an Individual Education Plan (IEP) or Individual Learning Plan (ILP) as necessary and this will be shared with children and parents and be reviewed on a regular basis.

- For children whose needs are more complex, additional funding may be required to support them in accessing the curriculum/school. At this point, school, in agreement with parents/carers and other professionals, may initiate an application for an Education and Health Care Plan (EHCP). Once a child is given an EHCP, school will invite parents/carers to attend review meetings on a regular basis and any amendments can be discussed at these meetings.
- During the Year 5 review of an EHCP, recommendations and high school provision will be discussed with a representative from the Local Authority.
- During the final review of an EHCP in Year 6, the SENDCO at the receiving high school will also attend in order to support transition. It may be necessary to devise an 'Action for Inclusion' plan or a 'Transition' plan to ensure the child's needs are fully met and he/she is prepared for their move.

Staff and Continuing Professional Development (CPD)

It is the responsibility of the Governing Body to ensure there is a suitably qualified SENDCO in post – Victoria Barnard (Senior Teacher) is the SENDCO for both Huxley and Utkinton. All staff and governors are provided with regular SEND updates and opportunities to attend high quality CPD relevant to their roles and the children they support.

The SENDCO attends the Cheshire West and Chester SENDCO Network meetings, SEN Hub meetings and any training courses which will enhance the role.

A central training record is collated and held by Jo Wright (Admin Officer).

Governance

The governor with responsibility for SEND at Huxley is Lisa Ford and at Utkinton it is Diane Carr. They will have an up to date knowledge of the 2014 SEND Code of Practise and will work closely with the SENDCO to ensure that suitable provision is put in place, carrying out robust monitoring of all practice and reporting back to the governing body.

GDPR

Each school is in line with current GDPR for parent and pupil data and all data is stored securely. This is overseen by our allocated Data Controller (Jo Wright at Utkinton and Jackie Lloyd at Huxley).

Complaints

If parents/carers have a concern they should:

- speak to the class teacher in the first instance
- If still concerned, make an appointment with the SENDCO/Head teacher or a governor if necessary.

For full details, please see School Complaints Policy

Head teacher: *Gareth Coyne (Acting Head)*

Governor

Date: *December 2018.*