

Special Educational Needs Information Report

September 2017

At Newton Westpark Primary School our aim is to support **all** children to enable them to achieve at school. We strive to ensure that a quality education is provided for children who may have additional needs in the areas of:

Cognition and Learning (including but not limited to moderate learning difficulties, specific learning difficulties such as dyslexia and Profound and Multiple Learning Difficulties)

Social, Emotional and Mental Health (including but not limited to Attention Deficit Hyperactive Disorder, Attention Deficit Disorder and Attachment Disorder)

Communication and Interaction (including but not limited to Speech, Language and Communication needs and Autistic Spectrum Conditions)

Physical/Sensory (including but not limited to Visual Impairment, Hearing Impairment, Multi-sensory Impairment and Physical Disabilities)

We do this by ensuring quality teaching is provided for all pupils. However, we acknowledge that sometimes additional support may be needed.

The Special Needs Co-ordinator is: Miss Lucy Moore

What is the SENCo's job?

Miss Moore makes sure that the Special Educational Needs and Disabilities policy is in place and co-ordinates the provision made to support children with SEND. She works with teachers to check on children's progress and to help plan more support if needed. She also works with people outside of school who can give help to pupils when they need it. This is explained in more detail in the SEND policy. Please contact Miss Moore if you wish to discuss anything relating to SEND.

What is the Local Offer and what will it do?

- The Local Offer was first introduced in 2011 as a local offer of all services available to support disabled children, children with SEN and their families. It will set out what is normally available in schools to help children with Special Education Needs and Disabilities as well as the options available to support families who need additional help to care for their child.
- The Local Offer will provide parents/carers with information about how to access services in their area, and what they can expect from those services.
- The Wigan local offer can be found at <https://www.wigan.gov.uk/Resident/Education/Special-Educational-Needs-and-Disability/Special-Educational-Needs-and-Disabilities.aspx>

1. How does Newton Westpark Primary School know if children need extra help?

We know children need help if:

- they are worried about their learning
- concerns are raised by parents/carers or teachers
- progress is slower than expected and limited
- there is a change in the child's behaviour or progress

2. What should I do if I think my child may have special educational needs?

- Firstly, talk to the class teacher about your concerns.
- If you have further concerns or issues, then contact Miss Moore who is the SENCo.

3. How does Newton Westpark Primary School make sure my child's needs are met?

- The class teacher will plan the day to day learning for every child and make sure that the work suits children's individual needs.
- If a child needs additional support in a specific area of their learning they may be placed in a small focussed intervention group. This group will be led by the teacher or a teaching assistant. The length of the intervention will vary according to need. The teacher will regularly check that the intervention is helping the children to make progress
- Pupil Progress Meetings are held each term. This is a meeting where the class teacher meets with the Senior Leadership Team to discuss the progress of the pupils in their class. This is an opportunity for staff to discuss how best to support all children.
- Sometimes a child may need more expert support from an outside agency such as the Targeted Education Team (TESS) or Speech and Language Therapy (SALT) etc. The SENCo will make request this support with your consent. The specialist will assess the child and provide a programme of support.

- The Governors of Newton Westpark Primary School have a named person, Mrs Jane Roberts, to monitor Safeguarding and Child protection procedures.
- The Governors make sure that the school is as inclusive as possible and treats all children and staff equally.

4. How does Newton Westpark Primary School support my child in their learning?

- Work for children with SEND will be adapted so that they are able to access it more easily.
- Teaching Assistants (TAs) may work with the child in a 1-1 or small focus intervention group to target more specific needs.
- If a child has been identified as having a special educational need or disability, they will be given a Learning Plan. This will include information about the child's needs and targets to help them progress in their learning. Learning plans will be continually monitored by the class teacher and by the SENCO three times per year. Learning Plans will be discussed with parents at Parents' Evenings.
- If needed, specialist equipment may be given to the pupil e.g. writing slopes, concentration cushions, pen/pencils grips or easy to use scissors.

5. How do we evaluate the provision for SEND learners?

The effectiveness of SEND provision is measured through seeking the views of parents and pupils on how successful the provision has been in enabling children to achieve their targets and to make good progress in learning.

The progress and attainment levels of those children with SEND are tracked using the whole school assessment system Target Tracker and BSquared which is designed for assessment of SEND learners as it is able to measure smaller steps of progress.

Intervention Monitoring sheets are also used to evaluate the success of interventions and to keep a running record of children's progress throughout the duration of the intervention.

6. What specialist services and expertise are available at or accessed by the school?

At times it may be necessary to consult with outside agencies to receive their more specialised expertise.

The agencies used by the school include:

- Outreach Team to support children with a range of specific needs including Autism and Social, Emotional and Mental Health issues.
- Child Protection Advisors
- Educational Psychology Service (EPS)
- Targeted Education Support Service (TESS)
- Child & Adolescent Mental Health Service (CAMHS)
- Physical & Sensory Service (PASS) to support pupils with hearing/visual Impairment
- Inclusion Team
- Speech & Language Therapy (SALT)
- School Nurse
- Occupational Therapy (OT)
- Counsellor

7. How will you help me to support my child's learning?

- The class teacher can suggest ways of how you can help your child at home.
- Miss Moore and/or Mrs Robinson (Pastoral Manager) may meet with you to discuss how to support your child with strategies to use if there are difficulties with a child's behaviour/emotional needs.
- If outside agencies have been involved, they will also provide suggestions and strategies for supporting children at home.

8. How do you consult my child about their learning needs?

Class teachers write a Learning Plan for SEND learners which is reviewed termly. This is written in collaboration with the children.

Children are also given an opportunity to discuss their learning needs via transition sheets during our INSPIRE sessions in the Summer term.

When referrals are made for support from outside agencies such as TESS, the SENCo will have a discussion with the child to seek their views. A talking mat may be used if appropriate.

9. What support will there be for my child's overall well-being?

The school offers a wide variety of pastoral support for pupils who are encountering emotional difficulties. These include:

- Staff being available for pupils to discuss any issues or worries they might have.
- Skylarks Nurture Group has been created as a safe space for children who need emotional support and help overcome barriers to learning.
- There are many after school club opportunities.
- The school has a Cool Zone where children go to when they need to calm down or feel upset and each classroom has a calming area.
- Counselling opportunities are available to children when needed.
- SEAL (Social Emotional Aspects of Learning) and the PSHE(C) curriculum is an important part of our school ethos every day.

10. How are bullying incidents dealt with towards children with additional needs?

At Newton Westpark, we teach our children to embrace differences and celebrate the ways in which we are all unique. We promote tolerance of others and teach understanding of differences. However, bullying incidents can be related to Disability, SEN or Health (behaviour perceived to be insulting to people with a range of medical, mobility, sensory, mental health or learning impairments). Any bullying incidents are taken extremely seriously and would be dealt with according to the Anti-bullying policy. The incident would be investigated and support would be provided for the victim by a trusted adult. Parents of both the bully and the victim would be informed of incidents. School staff would work with the bully to understand their behaviour its impact then support would be provided to help the bully modify their behaviour. Appropriate sanctions may be put in place as outlined in the Anti-bullying policy. Please follow the link below to read the Anti-bullying policy in full.

<http://www.newtonwestpark.co.uk/docs/policies/behaviour-policy-2017.pdf>

11. How will I know how my child is doing?

- You will be able to discuss your child's progress at Parents' Evenings and you will get an opportunity to contribute towards your child's Learning Plan.
- Your child's class teacher will be available at the end of each day if you wish to raise a concern. Appointments can be made to speak in more detail to the class teacher or SENCo by visiting the school office.
- You will receive an end of year written report sharing your child's progress.

12. Pupils with medical needs

- If a pupil has a medical need then a detailed Health Care Plan is written by our Pastoral Manager, Mrs Robinson following a discussion with you. She ask the school nurse for advice if needed.
- Staff receive specific training for individual needs delivered by outside agencies.
- Where necessary and in agreement with parents/carers medicines are administered in school but only where a signed medicine consent form is in place to ensure the safety of both the child and staff member.
- There are trained first aiders within the school staff.

13. What training do school staff have to support children with SEND?

As part of our ongoing commitment to continued professional development, school staff have benefitted from a range of training, on both a whole school and individual level, relating to SEND issues. Training is provided by the SENCo and a range of other professionals including the TESS team and EPS.

Miss Moore has achieved the 'National Award for Special Educational Needs Co-ordination'.

14. How will my child be included in activities outside the classroom?

Activities and school trips are available to all.

- Risk assessments are carried out and procedures are put in place to enable all children to take part.
- If it is deemed that an intensive level of 1:1 support is required a parent or carer may be asked to accompany their child during the activity.

15. How accessible is the school environment?

As a school we are happy to discuss individual access requirements and meet individual needs as required.

General facilities we have at present include:

- Ramps into school to make the building accessible to all.
- A disabled access toilet with a changing area
- Automatic front door

16. How will the school support my child when joining Newton Westpark Primary School or transferring to a new school?

At Newton Westpark we want children's transition to be as smooth as possible.

To ensure this we:

- Hold discussions with the other school or nursery involved in the transition process.
- Provide transition sessions where children spend some time with their new class teacher.
- Invite New reception pupils to INSPIRE sessions in the summer term.
- Arrange additional visits for pupils who need extra time in their new school.
- Provide opportunities for parents of new starters to meet with Miss Birchall and Miss Moore if appropriate.

- Organise transition days with the local Secondary schools.
- Liaise with the SENCOs from the secondary schools to pass on information regarding SEND pupils.
- Hold open days at the beginning and end of the year.

17. How are the school's resources allocated?

- The SEND budget is allocated each financial year. The money is used to provide additional support or resources dependant on an individual's needs.
- The additional provision may be allocated after discussion with the class teacher at pupil progress meetings or if a concern has been raised by them at another time during the year.
- Resources may include deployment of staff depending on individual circumstances.

18. How is the decision made about how much support my child will receive?

- These decisions are made in consultation with class teacher and Senior Leadership Team. Decisions are based upon termly tracking of pupil progress and as a result of assessments by outside agencies.
- During their school life, if further concerns are identified due to the pupil's lack of progress or well-being then other interventions will be arranged. An Education Health and Care Plan (EHCP) may be deemed appropriate.

19. How will I be involved in discussions about and planning for my child's education?

All parents are encouraged to contribute to their child's education.

This may be through:

- Discussions with the class teacher.
- During parents evenings.
- During discussions with Miss Birchall, Miss Moore or other professionals.

- Parents are encouraged to discuss their child's Learning Plan with the class teacher at Parents Evening.
- Parents are encouraged to attend any specific meetings and appointments relating to their child.

20. What is our complaints procedure?

If you have a concern or complaint, then the first point of contact is your child's class teacher. You will be able to arrange a meeting to discuss the issue and the teacher will attempt to resolve it and alleviate any concerns. If the concern continues then a meeting will be arranged with the class teacher and SENCo to further investigate the issue. If it is felt that the concern cannot be satisfactorily dealt with at this stage it should be brought to the notice of the Headteacher, Miss Birchall. If the Head is unable to resolve the difficulty, concerns should be put in writing to the SEND Governor (Mrs Jane Roberts). You may also wish to contact the SENDIAS service:

<https://www.wigan.gov.uk/Resident/Education/Special-Educational-Needs-and-Disability/Parent-Partnership-Service.aspx>

21. Who can I contact for further information?

If you wish to discuss your child's educational needs or are unhappy about something regarding your child's schooling please contact the school office to arrange a meeting with the SENCo or Headteacher. The SENDIAS service are also available for impartial advice and support for the families of children and young people with special educational needs.

<https://www.wigan.gov.uk/Resident/Education/Special-Educational-Needs-and-Disability/Parent-Partnership-Service.aspx>

I hope any queries you have may have been answered but do not hesitate to contact the school if you have further questions.