



English Martyrs Catholic Primary School

Special Educational Needs Information Report 2021 - 2022



The current approach to supporting children with Special Educational Needs and Disabilities (SEND) began in September 2014 and places pupils at the centre of planning. The key principles of the legislation are:

- Young people and their families should be involved in discussions about the support they need, so they can share their knowledge and feed back to the school on the young person's progress.
- Education, Health and Care Plans (EHCP) have replaced Statements of Special Educational Needs.
- Schools are expected to show a graduated response to Special Educational Needs, following an Assess, Plan, Do, Review cycle.
- Children needing extra support will be added to the SEN register if their needs warrant it.

English Martyrs Catholic Primary School looks forward to working with pupils and parents/carers to ensure fully inclusive access to our education. We recognise the diverse educational needs within its community and we believe we have a duty to offer that provision where we can, to foster inclusion and provide full educational access.

Contents

1. [What type of school are we?](#)
2. [How does the school identify children/young people who need extra help and what should I do if I think my child may have Special Educational Needs?](#)
3. [How will both you and I know how my child is doing and how will you help me to support my child's learning?](#)
4. [How will the school let me know if they have any concerns about my child's learning at school?](#)
5. [How will teaching be adapted for my child with SEND?](#)
6. [Who are the best people to speak to, to discuss my child's difficulty with learning Special Educational Needs or Disability?](#)
7. [How is extra support allocated to children and how do they progress in their learning?](#)
8. [What are the different types of support available for children with SEND at our school?](#)
9. [Who are the other people providing services to children with SEND in our school?](#)
10. [How can I let school know that I am concerned about my child's progress?](#)
11. [How are children with Education, Health and Care Plans supported?](#)
12. [How are the teachers in school helped to work with children with SEND and what training do the teachers have?](#)
13. [How will we measure the progress of your child at school?](#)
14. [What support do we have for you as a parent of a child with SEND?](#)
15. [How is English Martyrs accessible to children with SEND?](#)
16. [How will we support your child's emotional and social development?](#)
17. [How will we support your child when they are joining or leaving this school or moving to another class?](#)
18. [Useful links](#)
19. [Glossary of Abbreviations](#)

1. What type of school are we?

English Martyrs Catholic Primary School is a one form entry Mainstream School. The Head Teacher, Governors and SENCO oversee the school's policy for inclusion and are responsible for ensuring that it is implemented effectively throughout the school. The school curriculum is regularly reviewed to ensure that it promotes the inclusion of all pupils. This includes learning outside the classroom. Children with disabilities are included on all school visits and residential.

Currently there is access to a disability toilet and wet room which houses a hydraulic changing bed. The school has ramped access to most building entrance points to ensure they are fully wheelchair accessible. Safety perimeter fencing has been installed. Marking for the visually impaired highlights changes to floor levels.

Parents/carers can access the school policies on its website for:

Special Educational Needs
Safeguarding
Behaviour
Equality & Diversity

The school's accessibility plan is also available.

The policies comply with the SEN Code of Practice 2014, The Disability Discrimination Act 1995 and The Equality Act 2010.

2. How does the school identify children/young people who need extra help and what should I do if I think my child may have special educational needs?

Pupil Progress meetings are held on a termly basis with class teachers and senior leaders including the Head Teacher to discuss each individual child's progress. To assist the school in determining whether a child is making satisfactory / unsatisfactory progress, the school uses an online tracking and data analysis system. If a child is identified as making inadequate progress, meetings are held with parents, SENCO and class teacher. On a daily basis, children's progress is assessed and concerns may be reported to the SENCO or parents before the end of term analysis. Parents are offered formal Parent Consultation meetings in the Autumn and Spring Term however there is an, 'Open door' policy to enable parents to raise concerns with class teachers, SENCO or Head Teacher. Parents are also able to email staff directly with their concerns, following our 'Communications Flowchart' which is available on the school website. Staff are regularly supported with in-service training to support them in early identification of needs.

3. How will both you and I know how my child is doing and how will you help me to support my child's learning?

Within school, the progress of all children is closely monitored. Where children are on the SEN register, records are kept of additional support they receive, including short-term personal targets. These are regularly reviewed and communicated where relevant to the child.

Termly reviews meetings are held where parents SENCO, class teacher and outside agencies discuss progress and next steps, and appropriate resources and strategies. Prior to the meeting, parents/carers are given the opportunity to complete a short 'Parental Contribution Report' in order their views are heard and recorded. Pupils also make a contribution to the reviews in order that their voice is heard. If outside agencies are involved they may have completed diagnostic or standardised tests prior to the review. Informal chats and updates are provided. As part of our 'open door' policy, teachers communicate regularly with parents in more informal ways.

Outside agencies attend reviews and individual meetings with parents can be arranged in order to advise on strategies and resources for use at home. A Parent Curriculum meeting is planned for each class at the beginning of the year to explain how learning is planned and how parents/carers can help to support this outside of the school.

4. How will the school let me know if they have any concerns about my child's learning at school?

If your child is identified as not making progress, the school will set up a meeting to discuss this with you in more detail and to:

- Listen to any concerns you may have.
- Plan any additional support your child may need.
- Discuss with you any referrals to outside professionals to support your child.

We also seek the views of the child about their learning and feel that this is an important part of the process. Please note that no referrals are made to external agencies without the formal consent of parents/guardians.

5. How will the teaching be adapted for my child with SEND?

Class teachers plan lessons according to the specific needs of all groups of children in their class (including using SMART targets) and will ensure that your child's needs are met. All classrooms apply best practice in order to make learning as accessible as possible for all. Support staff, under the direction of the class teacher, can adapt planning to support the needs of your child where necessary. Specific resources and strategies will be used to support your child individually and in groups. Planning and teaching will be adapted, on a daily basis if needed, to meet your child's learning needs. Likewise, teachers plan additional small group and individual interventions to meet specific gaps in learning.

6. Who are the best people to speak to discuss my child's difficulties with learning Special Educational Needs or Disability?

The class teacher is responsible for:

- Checking on the progress of your child and identifying, planning and delivering any additional help your child may need (this could be targeted work or additional support) and letting the Special Education Needs/Disabilities Co-ordinator (SENCO) know as necessary.
- Writing and planning intervention targets, and sharing and reviewing these with parents at least once each term and planning for the next term.
- Personalised teaching and learning for your child as identified on the school's provision map.
- Ensuring that the school's SEN Policy is followed in their classroom and for all the pupils they teach with any SEN.

The SENCO Louise Rouledge is responsible for:

- Developing and reviewing the school's SEN policy.
- Co-ordinating all the support for children with special educational needs or disabilities (SEND)
- Ensuring that you are involved in supporting your child's learning, kept informed about the support your child is getting, and involved in reviewing their progress.
- Liaising with all the other people who may be coming in to school to help support your child's learning, e.g. Specialist Teaching Service, Speech and Language Therapy, Educational Psychology.
- Updating the school's SEN register (a system for ensuring that all the SEND needs of pupils in this school are known) and making sure that records of your child's progress and needs are kept.
- Providing support for teachers and support staff in the school, so that they can help children with SEND in the school to achieve the best progress possible.

The Head Teacher: Miss E Petras is 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 SENCO and class teachers, but is still responsible for ensuring that your child's needs are met.
- The Head Teacher will ensure that the Governing Body is kept up to date about issues relating to SEND.
- The Head Teacher, alongside the SENCO, ensures that SEND funding is used as necessary.

The Governing Body is responsible for:

- Making sure that the necessary support is given for any child with SEND who attends the school.

7. How is extra support allocated to children and how do they progress in their learning?

The school budget, received from Warwickshire LA, includes money for supporting children with SEN. The Head Teacher decides on the deployment of resources for Special Educational Needs and Disabilities, in consultation with the school governors on the basis of needs in the

school. The Head Teacher and the SENCO discuss all the information they have about SEND in the school, including the children getting extra support already, the children needing extra support and the children who have been identified as not making as much progress as would be expected. From this information, they decide what resources/training and support is needed. The school identifies the needs of SEN pupils on a provision map. This identifies all support given within school and is reviewed regularly and changes made as needed, so that the needs of children are met, and resources are deployed as effectively as possible.

8. What are the different types of support available for children with SEND at our school?

The first point of provision for all children, including those with SEN, is the class teacher, who will seek to provide high quality classroom teaching to all.

For your child this would mean:

- That the teacher has the highest possible expectations for your child and all pupils in their class.
- That all teaching is built on what your child already knows, can do and can understand.
- That different ways of teaching are in place, so that your child is fully involved in learning in class. This may involve things like using more practical learning.
- That specific strategies (which may be suggested by the SENCO) are in place to support your child to learn.
- That your child's teacher will have carefully checked on your child's progress and will have decided that your child has a gap or gaps in their understanding/learning and needs some extra support to help them make the best possible progress.

In addition, your child may be involved in specific group work to meet a specific need.

For your child this would mean:

- Intervention which may be run in the classroom or a group room, and run by a teacher or teaching assistant.
- Specialist groups run by outside agencies, e.g. Speech and Language therapy

Furthermore, your child may be identified in line with the SEND Code of Practice 2014 as SENS, requiring extra support.

This means a pupil has been identified by the SENCO/class teacher as needing some extra specialist support in school from a professional outside the school. This may be from outside agencies such as the Education Psychology Service (EPS), Integrated Disability Service (IDS) and Specialist Teaching Service (STS).

You may 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 you to understand your child's particular needs better and be able to support them more effectively in school. The specialist professional will work with your child to understand their needs and make recommendations as to the ways your child is given support.

9. Who are the other people providing services to children with SEND in our school?

The majority of our support is provided in school, and takes the following forms:

- Teachers responsible for teaching SEN groups/individuals on a part-time basis.
- Teaching Assistants and Higher Level Teaching Assistants (HLTAs) mainly working with either individual children or small groups.
- ICT support in the form of writing and maths programmes according to need.

Outside Agency Provision is also delivered in school, including:

- Educational Psychology Service (EPS)
- Integrated Disability Service (IDS); Hearing Impairment, Visual Impairment, Complex Needs
- NHS Speech and Language Therapy (SALT)
- Specialist Teaching Service (STS)

Health Provision can also be delivered in school, such as:

- School Nurse (provided by COMPASS)
- Occupational Therapy (OT)
- Physiotherapy
- Child and Adolescent Mental Health Services (CAMHS)

10. How can I let school know that I am concerned about my child's progress?

If you have concerns about your child's progress, you should speak to your child's class teacher initially. If you continue to be concerned that your child is not making progress, you may speak to the Special Education Needs/Disabilities Co-ordinator (SENCO). The school Governing Body can also be contacted with all correspondence sent via school.

11. How are children with Education, Health and Care Plans supported?

This type of support is available for children whose learning needs are severe, complex and lifelong. This is usually provided via an Education, Health and Care Plan (EHCP). This means your child will have been identified by professionals as needing a particularly high level of individual or small-group teaching. This type of support is available for children with specific barriers to learning that cannot be overcome through Quality First Teaching and intervention groups ("Including All Children" documentation from LA).

Your child will also need specialist support in school from a professional outside the school. This may be from Local Authority central services such as the Integrated Disability Service, Specialist Teaching Service or Educational Psychology Service. It may include outside agencies such as the Speech and Language Therapy Service.

For your child this would mean:

The school (or you) can request that Local Authority Services carry out a statutory assessment of your child's needs. This is a legal process which sets out the amount of support that will be provided for your child.

After the request has been made to the 'Panel of Professionals' (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 current support.

After the reports have all been sent in, the Panel of Professionals will decide if your child's needs are severe, complex and lifelong. If this is the case, they will write an Education Health Care Plan (EHCP). If this is not the case, they will ask the school to continue with the current level of support. The Education, Health and Care Plan will outline the number of hours of individual/small group 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 outcomes for your child.

12. How are the teachers in school helped to work with children with SEND and what training do the teachers have?

The SENCO's job is to support the class teacher in planning for children with SEN. The school provides training and support to enable all staff to improve the teaching and learning of children, including those with SEN. This includes whole school training on SEN issues, such as Autism Spectrum Disorder (ASD) and speech and language difficulties. Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs of specific children in their class. All staff are encouraged to ask for help from the SENCO and Senior Leadership Team in order to provide what is needed for the children in their care.

13. How will we measure the progress of your child at school?

Class teachers plan lessons according to the specific needs of all groups of children in their class and will ensure that your child's needs are met. Support staff, under the direction of the class teacher, can adapt planning to support the needs of your child where necessary. Specific resources and strategies will be used to support your child individually and in groups. Planning and teaching will be adapted, on a daily basis if needed, to meet your child's learning needs. Your child's progress will be continually monitored by his/her class teacher. His/her progress will be reviewed formally with the Head Teacher and SENCO every term in reading, writing and numeracy.

At the end of each key stage (i.e. at the end of year 2 and 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 are the results that are published nationally. All other subjects are assessed internally by the school on an annual basis.

All children with SEND at English Martyrs are assessed termly using the Birmingham SEN Toolkit. This is a small-steps model that helps identify the progress made in different key areas by children with SEND. This is then used to inform planning.

All children on the SEND register will have termly targets for learning, set in collaboration between parents, child and teachers. Sometimes outside agencies will be involved in this process as well, depending on the need of the child. Targets will be set and designed to accelerate learning and close the gap. Progress against these targets will be reviewed regularly, evidence for judgements assessed and a future plan made. In addition, the progress of children with an EHCP will be formally reviewed at an Annual Review with all adults involved with the child's education. Targets are used to support planning for each child.

The SENCO will also check that your child is making good progress within any individual work and in any group that they take part in. Regular book scrutinies and lesson observations will be carried out by the SENCO and other members of the Senior Leadership Team to ensure that the needs of all children are met and that the quality of teaching and learning is high.

14. What support do we have for you as a parent of a child with SEND?

The class teacher is regularly available to discuss your child's progress or any concerns you may have and to share information about what is working well at home and school, so that similar strategies can be used.

The SENCO is available to meet with you to discuss your child's progress or any concerns/worries you may have.

All information from outside professionals will be discussed with you with the person involved directly, or where this is not possible, in a report. Personal progress targets will be reviewed with your involvement every term.

Homework will be adjusted as needed to your child's individual requirements.

A home-school contact book may be used to support communication with you when this has been agreed to be useful for you and your child.

Where needed, parents may be offered 'Early Help' meetings with the school, to support them to access agencies that can help at home, and to ensure close communication with the school.

You may wish to contact SENDIASS; an impartial, free service supporting parents of children with SEND in Warwickshire.

<https://www.kids.org.uk/warwickshire-sendias-front-page>

15. How is English Martyrs accessible to children with SEND?

The school is fully compliant with the Disability Discrimination Act (DDA) 1995 requirements. The school is on a split-level with easy access and double doors and ramps. The front desk has a wheel-chair height section and is DDA compliant. There are two disabled toilets, shower area and changing facilities. We ensure where ever possible that equipment used is accessible to all children regardless of their needs. After-school provision is accessible to all children, including those with SEN. Extra-curricular activities are accessible for children with SEN. For further information, please see the school's accessibility plan which is available on the school website or on request from the school.

16. How will we support your child's emotional and social development?

We recognise that some children have extra emotional and social needs that need to be developed and nurtured. These needs can manifest themselves in a number of ways, including behavioural difficulties, anxiety, and being uncommunicative. All classes follow the Protective Behaviours curriculum to support this development, in addition to our Ten Ten PSHE teaching. However, for those children who find aspects of this difficult we offer lunchtime and playtime support through planned activities and groups. In addition, we follow the THRIVE approach within school, led by two trained practitioners, and where appropriate will use THRIVE assessments to make individual learning plans for children with SEMH needs. If your child still needs extra support, with your permission the SENCO may access further support through the Early Help process. It may also be appropriate to make referrals to outside agencies such as STS.

17. How will we support your child when they are joining or leaving this school or moving to another class?

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

If your child is joining us from another school:
The SENCO will visit pre-schools with the Foundation Stage Leader when appropriate.
If your child would be helped by a book/passport to support them in understand moving on, then one will be made for them. Your child will be able to visit our school and stay for a taster session, if this is appropriate.

If your child is moving to another school:
We will contact the school SENCO and ensure he/she knows about any special arrangements or support that need to be made for your child. Where possible, a planning meeting will take place with the SENCO from the new school.
We will make sure that all records about your child are passed on as soon as possible. If your child would be helped by a book/passport to support them in understand moving on, then one will be made for them.

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. IEP s will be shared with the new teacher. If your child would be helped by a book/passport to support them in understand moving on, then one will be made for them.

In Year 6:
The SENCO will discuss the specific needs of your child with the SENCO of the child's secondary school. In most cases, a transition review meeting to which you will be invited will take place with the SENCO from the new school.
Your child will participate in focused learning relating to 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. If your child would be helped by a book/passport to support them in understand moving on, then one will be made for them.

Useful Links

Warwickshire SEND Local Offer

<https://www.warwickshire.gov.uk/send>

SENDIASS

Warwickshire SENDIAS (Special Education Needs Information Advice and Support Services) supports parents and carers of all Warwickshire children with special educational needs and disabilities, from 0 - 25 years of age. It is a free, confidential and impartial service for parents and carers, children and young people up to 25 years. Warwickshire SENDIAS offers independent support for parents and families who have children and young people with a SEND.

<https://www.kids.org.uk/warwickshire-sendias-front-page>

Compass School Nursing Service

<https://www.compass-uk.org/services/warwickshire-school-health-wellbeing-service/>

CAMHS/RISE

<https://cwrise.com/>

Glossary of Abbreviations

CAMHS – Child and Adolescent Mental Health Services

EPS – Educational Psychology Service

EHCP – Education, Health and Care Plan

HLTA – Higher Level Teaching Assistant

IDS – Integrated Disability Service

IEP – Individual Education Plan

LA – Local Authority

OT – Occupational Therapy

SALT – Speech and Language Therapy Service

SENCO – Special Educational Needs Co-ordinator

SEND – Special Educational Needs and Disability

SENDIASS – Specials Educational Needs and Disability Information Advice and Support Service

SMART – Specific, Measurable, Achievable, Realistic and Time Bound

STS – Specialist Teaching Service