St Hugh of Lincoln R.C. Primary School

Special Educational Needs and Disability SEN Information Report

The intention of the local offer is to improve choice and transparency for families. All schools and academies in Trafford are expected to identify and support pupils with special educational needs to make the best possible progress. Schools are supported to be as inclusive as possible and wherever possible, the needs of pupils with a Special Educational Need are met in a mainstream setting, where families want this to happen.

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

At St Hugh of Lincoln we monitor every child closely. If a child is not making expected progress the class teacher will speak to the SENCo (Mrs Doherty) and complete a 'Concern' form, we will monitor their progress for a term. If their progress after this monitoring is still a cause for concern then further discussions will take place with the school SENCo and a meeting will be held with the Parents/Carers. At this point the child will usually be put on 'SEN School Support' and a Pupil Friendly IEP (Individual Education Plan) will be written. The SENCo and Senior Leadership Team may also highlight a child as a 'Concern' when they are looking at the School Assessment Data. If Parents/Carers have concerns about their child they should initially speak to the class teacher.

2. How will both you and I know how my child/young person is doing?

The support your child receives will be discussed with you and monitored frequently by the School Staff to ensure progress is being made through termly SEN Pupil Progress Meetings and weekly Senior Leadership Team, Staff and TA Meetings. Parents/Carers will be invited into school to discuss their child's IEP. The IEP will offer advice on how to address the targets at home. Progress is discussed at Parents' Evening and Parents/Carers are encouraged to communicate regularly with the class teacher. The school also has an SEN Working Party, SEN Awareness sessions and SEN Coffee Mornings for Parents/Carers. Children who have funding from the LA will also have an Annual Review of their EHCP (or Statement).

3. How will the curriculum be matched to my child/young person's needs?

Teachers plan differentiated lessons that incorporate different learning styles. If a child has been identified as having additional educational needs they will be fully supported and given opportunities to access the curriculum.

4. How will school staff support my child/young person?

All children at St Hugh of Lincoln receive quality first teaching. If a child is on SEN School Support then they will receive extra support in class by either the class teacher or a Teaching Assistant. Some children will also go out of class for targeted interventions. This support usually takes place in the afternoon and it can be in a small group or 1:1. Sometimes specialist advice is required, if this is the case the SENCo will refer the child to the necessary agencies (only with parental permission). Children who have funding from the LA will have an Individual Provision Map outlining the support they receive in and out of class.

5. How is the decision made about what type and how much support my child/young person will receive?

Each term the SENCo and Senior Leadership Team review the support for each child on the SEN Register. Children who have funding from the LA or children who have reports that recommend essential interventions will take priority for out of class support. Support is frequently monitored to ensure it is having an impact and progress is being made.

6. How will my child/young person be included in activities outside the classroom including physical activities and school trips?

We strive to ensure that all children are involved in all activities outside the classroom. Activities are differentiated for the individual as required. If a child has a specific need, for example, physical or sensory impairment, an individual risk assessment will be made for that child and suitably trained staff will support.

7. What support will there be for my child/young person's overall wellbeing?

All children who attend St Hugh of Lincoln are monitored by all staff. If staff have any concerns they will follow school procedure to ensure the child's wellbeing is supported. If a child is placed on an IEP appropriate members of staff are made aware of the targeted outcomes in place for that particular individual.

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

- Trafford SEN Advisory Service
- Social Services
- Parent Partnership
- CAMHs
- Educational Psychologist
- Speech and Language Therapist
- Educational Welfare Officer
- Stronger Families
- Trafford Sensory Impairment Support Service
- School Nurse Service
- Multi Agency Referral and Assessment Team
- Occupational Therapy

9. What training have the staff supporting children/young people with SEND had?

The school SENCo attends termly SEN forums run by the Local Authority ensuring that school has the up to date information about provision surrounding SEN. All teaching staff have regular up to date training in school or they can attend specific training in order to support the provision of individuals. If staff are leading a particular intervention programme school makes sure they are suitably trained. In addition, the SENCo develops her skills through attendance at training sessions with outside specialists and through research and subscription to professional bodies. The SENCo holds the National Award in SEN Coordination (PGCert).

10. How accessible is the school environment?

St Hugh of Lincoln is on a level site with wheelchair access points to allow entry to all parts of the school building. We are prepared to make reasonable adjustments to allow the building and surroundings to be more accessible to individuals with SEN or disabilities. We take recommendations from Trafford's SEN Advisory Service regarding matters of accessibility for individuals and ensure that we are fully compliant with the latest Disability Discrimination Act.

11. How are parents and young people themselves involved in the school?

Teachers can be contacted before and after school to ensure a constant line of communication. Parents/Carers and children are involved in the writing of targets for their Pupil Friendly IEPs and are invited to Annual Reviews of EHCP (or Statements). In addition to the normal Parent Evenings the school also has an SEN Working Party, SEN Awareness sessions and SEN Coffee Mornings for Parents/Carers. There is a School Council.

12. How do you involve other agencies in meeting the needs of children/young people with SEND and in supporting families?

Sometimes it is necessary to seek specialist advice from outside agencies; this is only done with parental consent. The SENCo has lots of information about the outside agencies we are involved with and is happy to discuss any referral with Parents/Carers first. We have excellent relationships with these outside agencies and find them very supportive towards our children and families.

13. Who can I contact for further information?

Mrs Doherty - SENCo
Mr Mountcastle - Headteacher

14. How will the school prepare and support my child/young person to join the school, transfer to a new school or the next stage of education and life?

Before starting at our school, all parents/carers and children are invited to look around the school and talk to any relevant staff. There is a 'New Intake Meeting' for Parents/Carers of children in the EYFS held in the June before the September intake and all teachers in the school do a 'Welcome Meeting' for their new class in September. The SENCo and Head teacher will ensure that pupils who join us from other schools will have a smooth transition and all information will be exchanged. When transferring to a new school the necessary paperwork is passed on to the school and transitional visits are arranged in line with the new school timetable. We have close links with our feeder secondary schools and meet with the SENCos every Summer Term. If a child has a Year 6 Annual Review the Secondary School SENCo will be invited.

15. What other support is available?

Find out more about the local offer of support which is available for disabled children and young people and those who have SEN on the Trafford Service Directory www.trafford.gov.uk/servicedirectory or by contacting the Family Information Service:

Telephone: **0161 912 1053 Monday to Friday, 8.30am until 5pm**
Email: **fis@trafford.gov.uk**
Twitter: **@traffordfis**
Facebook: **www.facebook.com/traffordfis**