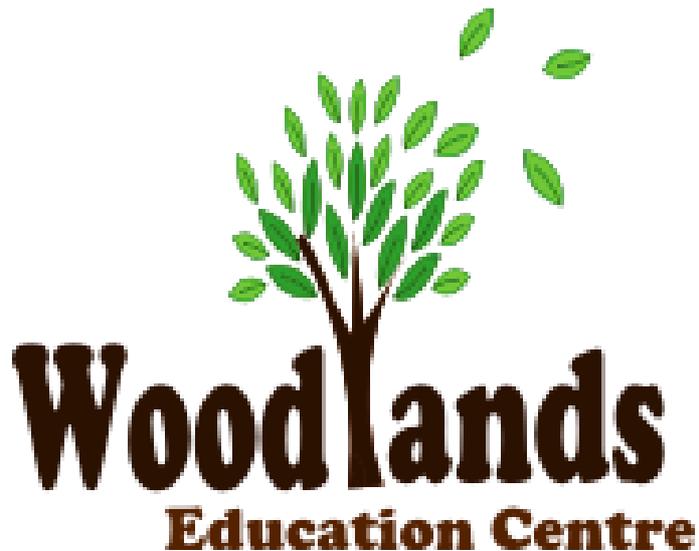


SEN POLICY AND INFORMATION REPORT



*Current document may be accessed under the policies tab at:
www.woodlandsec.org.uk*

Document Control

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1. Aims

Our SEND policy and information report aims to:

- Set out how our school will support and make provision for pupils with special educational needs and Disabilities (SEND)
- Explain the roles and responsibilities of everyone involved in providing for pupils with SEN

At Woodlands we are committed to recognising and respecting our students' different backgrounds, personalities and needs. We use this to create an inclusive and respectful learning environment, which has the highest expectations and standards. Our work is shared with parents, cares, our partner schools and other agencies to achieve the best possible outcomes for all our students.

Special Educational Needs and Disability Policy

Aims

At Woodlands Education Centre we welcome students of all abilities and aim to provide an effective learning environment for all students to realise their full potential, and where appropriate to return to mainstream school. To ensure students success at Woodlands we recognise that each pupil has unique and individual needs. However, some students require more support than others to achieve the five outcomes of Every Child Matters.

We acknowledge that a significant proportion of Woodlands' students will have special Educational Needs or Disabilities (SEND) at some time in their school career. Many of these students may require help throughout their time in school, while others may need a little extra support for a short period to help them overcome more temporary needs. During their time at Woodlands we aim to provide all students with strategies for dealing with their needs in a supportive environment, and to give them meaningful access to the National Curriculum.

2. Legislation and guidance

This policy and information report is based on the statutory [Special Educational Needs and Disability \(SEND\) Code of Practice](#) and the following legislation:

- [Part 3 of the Children and Families Act 2014](#), which sets out schools' responsibilities for pupils with SEN and disabilities
- [The Special Educational Needs and Disability Regulations 2014](#), which set out schools' responsibilities for education, health and care (EHC) plans, SEN Co-ordinators (SENCOs) and the SEN information report

3. Definitions

A pupil has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them.

They have a learning difficulty or disability if they have:

- A significantly greater difficulty in learning than the majority of others of the same age, or
- A disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools

Special educational provision is educational or training provision that is additional to, or different from, that made generally for other children or young people of the same age by mainstream schools.

4. Roles and responsibilities

4.1 The SENCO

The SENCO is Amanda Miller – Adams.

Woodlands Education Centre

Park House Farm Way

Leigh Park

Havant

PO9 4AJ

02392 442530

Email: office@woodlands.hants.sch.uk

They will:

- Work with the Headteacher and SEN governor to determine the strategic development of the SEN policy and provision in the school
- Have day-to-day responsibility for the operation of this SEN policy and the co-ordination of specific provision made to support individual pupils with SEN, including those who have EHC plans
- Provide professional guidance to colleagues and work with staff, parents, and other agencies to ensure that pupils with SEN receive appropriate support and high quality teaching
- Advise on the graduated approach to providing SEN support
- Advise on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- Be the point of contact for external agencies, especially the local authority and its support services
- Liaise with potential next providers of education to ensure pupils and their parents are informed about options and a smooth transition is planned
- Work with the Headteacher and governing board to ensure that the school meets its responsibilities under the Equality Act 2010 with regard to reasonable adjustments and access arrangements
- Ensure the school keeps the records of all pupils with SEN up to date

4.2 The SEN Governor

The SEN Governor will:

- Help to raise awareness of SEN issues at governing board meetings

- Monitor the quality and effectiveness of SEN and disability provision within the school and update the governing board on this
- Work with the Headteacher and SENCO to determine the strategic development of the SEN policy and provision in the school

4.3 The Headteacher

The Headteacher will:

- Work with the SENCO and SEN Governor to determine the strategic development of the SEN policy and provision in the school
- Have overall responsibility for the provision and progress of learners with SEN and/or a disability

4.4 Class teachers

Each class teacher is responsible for:

- The progress and development of every pupil in their class
- Working closely with any teaching assistants or specialist staff to plan and assess the impact of support and interventions and how they can be linked to classroom teaching
- Working with the SENCO to review each pupil's progress and development and decide on any changes to provision
- Ensuring they follow this SEN policy

5. SEN information report

5.1 The kinds of SEN that are provided for

Our school currently provides additional and/or different provision for a range of needs, including:

- Communication and interaction, for example, autistic spectrum disorder, Asperger's Syndrome, speech and language difficulties
- Cognition and learning, for example, dyslexia, dyspraxia,
- Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD),
- Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy

5.2 Identifying pupils with SEN and assessing their needs

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better the child's previous rate of progress
- Fails to close the attainment gap between the child and their peers
- Widens the attainment gap

This may include progress in areas other than attainment, for example, social needs.

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEN.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents.

We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.

5.3 Consulting and involving pupils and parents

We will have an early discussion with the pupil and their parents when identifying whether they need special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty
- We take into account the parents' concerns
- Everyone understands the agreed outcomes sought for the child
- Everyone is clear on what the next steps are

Notes of these early discussions will be added to the pupil's record and given to their parents.

We will formally notify parents when it is decided that a pupil will receive SEN support.

5.4 Assessing and reviewing pupils' progress towards outcomes

We will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

The class or subject teacher will work with the SENCO to carry out a clear analysis of the pupil's needs. This will draw on:

- The teacher's assessment and experience of the pupil
- Their previous progress and attainment and behaviour
- Other teachers' assessments, where relevant
- The individual's development in comparison to their peers and national data
- The views and experience of parents
- The pupil's own views
- Advice from external support services, if relevant

The assessment will be reviewed regularly.

All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. We will regularly review the effectiveness of the support and interventions and their impact on the pupil's progress.

5.5 Supporting pupils moving between phases and preparing for adulthood

We will share information with the school, college, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this. Pupils are carefully supported during the transition from Woodlands Education Centre to mainstream and vice versa. This is often done through staggered programmes that build over time.

5.6 Our approach to teaching pupils with SEN

Teachers are responsible and accountable for the progress and development of all the pupils in their class. High quality teaching is our first step in responding to pupils who have SEN. This will be varied for individual pupils.

We will also provide the following interventions:

- Small group sizes
- Personalized provision
- Wave 3 literacy interventions
- ELSA
- Counselling

5.7 Adaptations to the curriculum and learning environment

We make the following adaptations to ensure all pupils' needs are met:

- Varying our curriculum to ensure all pupils are able to access it, for example, by grouping, 1:1 work, teaching style, content of the lesson, etc.
- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, etc.
- Varying our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.

5.8 Additional support for learning

We have a number of teaching assistants, who are trained to deliver interventions such as ELSA, Teaching assistants will support pupils on a 1:1 and in small groups when appropriate.

We work a number of agencies to provide support for pupils with SEN including Ed Psychology, CAMHS, Occupational Health and Speech and Language.

5.9 Expertise and training of staff

Our SENCO has a number of years' experience in this role and has in mainstream and education centre settings.

We have a team of teaching assistants, including [3] higher-level teaching assistants (HLTAs) who are trained to deliver SEN provision.

Staff have recently been trained in Attachment, ADHD, ASC and Dyslexia as part of an ongoing training programme for pupils with special educational needs.

5.11 Evaluating the effectiveness of SEN provision

We evaluate the effectiveness of provision for pupils with SEN by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions
- Monitoring by the SENCO
- Holding annual reviews for pupils with statements of SEN or EHC plans

5.12 Enabling pupils with SEN to engage in activities available to those in the school who do not have SEN

All of our extra-curricular activities and school visits are available to all our pupils, including our before-and-after-school clubs.

All pupils are encouraged to take part in sports day, special workshops, offsite activities and the range of alternative provision offered by Woodlands.

No pupil is ever excluded from taking part in these activities because of their SEN or disability.

5.13 Support for improving emotional and social development

We provide support for pupils to improve their emotional and social development in the following ways:

- Pupils with SEN are encouraged to be part of Pupil Voice

We have a zero tolerance approach to bullying.

5.14 Working with other agencies

We involve and work alongside a wide range of other agencies, including health and social care bodies, local authority support services and voluntary sector organisations, in meeting pupils' SEN and supporting their families. These include-

The Early Help Hub
CAMHS
Supporting troubled Families
The School Nurse
Quit
The Include Project
Motiv8
Big world Impact
Releasing potential

5.15 Complaints about SEN provision

Complaints about SEN provision in our school should be made to the SENCO in the first instance. They will then be referred to the school's complaints policy.

The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services
-

5.16 Contact details of support services for parents of pupils with SEN

Support4SEND contacts

Phone 01962 845870

Email enquiries.support4send@hants.gov.uk

5.17 Contact details for raising concerns

If you need to get in touch please use the following details

Main Office Lines 02392442530 / 531 / 533

Parents – please call the main office to report pupil absence and for any other queries

Home Schools/LAC – please contact Rachel Pope on the above telephone numbers

Finance – please contact Alison Gibbs on 02392442534

SENCo/Designated Safeguarding Lead – please contact Amanda Miller-Adams on the above telephone numbers

Site Team – please call the main office

Woodlands Education Centre

Park House Farm Way

Leigh Park

Havant

PO9 4AJ

or email office@woodlands.hants.sch.uk

5.18 The local authority local offer

Our contribution to the local offer is our local authority's local offer is published here

<https://fish.hants.gov.uk/kb5/hampshire/directory/localoffer.page>

6. Monitoring arrangements

This policy and information report will be reviewed by Amanda Miller-Adams (SENCO and Sue Walker the SEN Link Governor) **every year**. It will also be updated if any changes to the information are made during the year.

It will be approved by the management Committee.

7. Links with other policies and documents

This policy links to our policies on:

- Accessibility plan
- Behaviour
- Equality information and objectives

Supporting pupils with medical conditions The school recognises that pupils with medical conditions should be properly supported so that they have full access to education, including school trips and physical education. Some children with medical conditions may be disabled and where this is the case, the school will comply with its duties under the Equality Act 2010.

Some may also have special educational needs (SEN) and may have an Education, Health and Care plan, which brings together health and social care needs, as well as their special educational provision and the SEND Code of Practice (2014) is followed.

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