

Oak Hill C of E Primary School

Special Educational Needs Information Report

Reviewed: November 2017



At Oak Hill C of E Primary we welcome children from all backgrounds. We strive to meet the individual needs of all our pupils to ensure they have a positive and productive educational experience.

Where a child has a recognised additional need or disability we will make reasonable adjustments as required to enable them to thrive and reach their potential at our school.

What is SEND?

Some pupils may need additional or alternative provision to enable them to fulfil their potential in school. This may result from difficulties or additional needs in one or more of the following areas:

- ◆ Learning and Cognition difficulties
- ◆ Speech, Language and communication skills
- ◆ Medical, Physical or Sensory needs
- ◆ Behaviour, social or Emotional needs

Identification and Provision

The school policy for Special Educational Needs and Disabilities is available on the school website.

www.oakhill.gloucs.sch.uk

Headteacher : Mr Tom Holdstock
SENDCo : Mr Tom Holdstock
SEND Governor: Mrs Jan Roach

Oak Hill has a rigorous system where pupil progress is consistently assessed and tracked by class teachers, support staff, subject leaders and the head teacher.

Staff members will raise concerns about any pupil who is not progressing as expected and these concerns will be discussed with the SENCo and parents.

Further assessments and investigations will follow to enable the area of need to be established and appropriate additional support to be provided. Once it has been agreed that a pupil has additional needs an individual learning plan (My Plan) will be established for the pupil concerned. This will identify up to 3 specific targets for the pupil to work on. If the additional need is within other areas either a health or behaviour plan will be created as appropriate. The my plan document is reviewed three times per year. A meeting will be

set up to include SENCo, parents, class teacher, support staff and pupil (if appropriate), where progress against current targets will be identified and discussed and new target set if required.

If a pupil has more complex needs the Local Authority may be requested to undertake a full assessment of needs. If required they will then draw up an Education, Health and Care plan (EHC). This will ensure additional support for the child and will be reviewed annually.

If appropriate, external agencies will be invited into school to assess or work with pupils. These may include: school nurse, Advisory Teaching Service, Educational Psychologist, Occupational Therapists and Speech Therapists.

Parental Involvement

Oak Hill has an open door policy and encourages parents/ carers to raise any issues immediately. Should a parent / carer have any concerns regarding their child's progress and learning they should talk to the class-teacher in the first instance. If a concern is not resolved by talking to the class teacher, parents should approach the Head Teacher. A complaints policy is available on request.

We encourage parents/carers to become fully involved and they will be involved in the evaluation and setting of targets for the plan. In addition to this they will be invited to a parents evening twice per year where they will be able to discuss their child's progress and achievement. We administer an annual questionnaire where parents / carers have the opportunity to give specific views on a variety of topics, including SEND. Parent review groups are held at least twice per year, where parents / carers can discuss issues or concerns with a member of staff.

Pupil Involvement

Class-teacher's always explain and discuss targets with the children and ask them about their thoughts and if they can identify any specific strategies which will help them in their learning. As part of the My Plan review they will be given opportunities to say if they feel they have achieved targets, what specific support has enabled this and what things they feel they still need to work on. The SENCo also talks to pupils about their learning as part of a monitoring cycle. Pupils also complete a questionnaire annually.

Teaching

At Oak Hill pupils with SEND will be taught for the majority of the week with their peers in the classroom. Work set will be appropriate to the ability level of the pupil and where appropriate they may have the additional support of working individually or in a small group with the teacher or a teaching assistant.

If required, pupils will have access to additional technology or resources to support their learning. They may also be withdrawn from class for short periods to undertake specific activities with either a Teacher, Teaching Assistant or the SENDCo.

Examples of types of support provided :

Visual timetables, Social / emotional group work, Social Stories, TA support (in class or

withdrawal), English and Maths booster groups, published schemes for Reading, Maths and Motor Skills, Circle time sessions.

Training

The Headteacher / SENDCo does not currently hold the National Award for SEND Co-ordination, which includes a Post-Graduate Certificate in Vulnerable Learners and Inclusion. This training is due to begin this academic year (2017-2018).

Teachers and Teaching Assistants are subject to a system of continued professional development and attend specific SEND courses as appropriate to their role.

Transitions

Transitions can be difficult for pupils with SEND and we strive to ensure any transition is made as smooth as possible. Staff from secondary schools are invited to the final review of a pupil. This also provides parents with an opportunity to meet staff and gives the chance to begin discussions informally with the school regarding provision. All records are forwarded to a new school as soon as possible.

Within school teachers meet in July to pass on information regarding pupils in their class. All my plan documents and EHCPs are shared with both the teacher and any teaching assistants who will work with pupils with identified SEND.

For pupils who join the school with a specific need already identified, Oak Hill will liaise closely with previous settings to provide a smooth transition in provision and ensure individual needs are met.

Monitoring

The Headteacher / SENDCo works together with a SEND Governor to oversee and ensure implementation of provision in school. The SEND governor will meet with the SENDCo at least annually.

SEND is discussed at staff meetings and pupil progress meetings as appropriate to ensure all staff receive updated information and training. SEND forms part of the whole school monitoring programme and this involves a variety of activities to evaluate the effectiveness of provision, including pupil conferencing, work scrutiny, planning scrutiny, individual pupil pursuits and the tracking of attainment and progress.