



Diocese of Salisbury
Academy Trust

'Beyond expectations for all of God's children'



St. Nicholas' CE
Primary School

Special Educational Needs and Disabilities Policy

Policy Date: March 2025

Review Date: March 2026

Rationale

All children have the right to a broad and balanced curriculum that is relevant and differentiated, and which demonstrates progression and coherence. As such, the academy is committed to identify and support all pupils who experience difficulties and, subject to the overall constraints of the academy budget, provide such children with the levels of resources to meet their curricular needs.

St Nicholas CE Primary School is fully committed to upholding the SEND Code of Practice (2015).

Definition of Special Educational Needs and Disability (SEND)

Children have special educational needs if they have a learning, communication, emotional, mental or social 'difficulty' which calls for special educational provision to be made for them.

Children have a special need if they:

- Have a significantly greater difficulty in learning than the majority of children of the same age; or
- Have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for children of the same age in the academy.

Objectives

The objectives of our policy are:

- To identify and monitor children's individual needs to ensure that the necessary provision is established and then monitored;
- To plan a personalised, appropriate and innovative approach to learning and to ensure that all targets set are specific, measurable, achievable, realistic and time related;
- To involve parents/carers and children in the identification and review of any targets/outcomes and where necessary those targets identified in a child's Pupil Learning Plan;
- To work in partnership with, and involve, parents/carers and outside agencies;
- To ensure that all who are working with the children are aware of the procedures for identifying their needs, supporting and teaching them.

Roles and Responsibilities

The responsible persons for SEND at the academy are:

- Lucy Hill – Head Teacher of School
- Sarah Waddington – Deputy Head Teacher
- Chloe Mills – Governor

The Special Educational Needs Coordinator (SENCO) at the Academy is Sarah Waddington. The SENCO is responsible for co-ordinating the day to day provision of education for pupils with SEND at the academy.

The **Governing Body** play an important role in ensuring that:

- They are fully involved in developing and monitoring the Academy's SEND policy.
- They are up to date and knowledgeable about the Academy's SEND provision, including how funding, staffing and resources are deployed.
- The quality of provision is continually monitored.

The **Governing Body** will:

- Ensure that the necessary provision is made to meet the needs of all our pupils.
- Ensure that teachers in the academy are aware of the importance of identifying and providing for all pupils in their care.
- Ensure that parents/carers are notified of a decision by the Academy that specific provision is being made for the child.
- Have regard to the SEND Code of Practice (2015) when carrying out its duties towards all pupils in the academy.
- Have a written SEND policy containing the information as set out in the Special Educational Needs Regulations 1999 (reproduced in the SEND code of practice, 2015).

The **Senior Leadership Team** will ensure that procedures are in place to identify pupils' needs, including:

- Ensuring that all staff are supporting the identification, teaching and assessment of pupils with SEND;
- Overseeing and maintaining resources for a range of SEND.
- Ensuring that all staff have continued professional development relating to SEND.
- Working in close partnership with parents/carers and external agencies.
- Monitoring, evaluating and reporting on the provision for all pupils to the governing body.
- Co-ordinating the range of support and interventions available to children.

Access to the Curriculum

The Academy is committed to providing a broad and balanced curriculum, based on the National Curriculum for those pupils of compulsory school age. In all cases, class teachers will be responsible for the teaching and learning of pupils and ensure that work is appropriately planned and differentiated. The school will, in other than exceptional cases, make full use of classroom and school resources before drawing on external support.

SEND Support and The Graduated Approach to providing SEND support

Levels of SEND Support

- **Quality first teaching** including highly effective adaptations, for the majority of children, will be met in the classroom. In all classes, teachers are responsible for the teaching and learning of all pupils, including those with SEND. The teacher plans for the activities to be given to the pupils at the appropriate level of need for success and progress to be achieved.
- **Monitoring Support** - If a child is below age related expectations (or identified as having a possible SEMH difficulty) when whole school pupil progress meetings are conducted then they may be placed on Monitoring Support. These progress meetings take place 3 times per year between the class teacher, Head of School and Deputy Head teacher and SENCO. A 'Monitoring Support' child is one whose progress is below age related expectations or who is struggling to regulate his/her emotions but will make progress with some provision in/out class. This information is shared with parents during parents' evening appointments or through an additional appointment with the class teacher. The Wiltshire Graduated Response to SEND Support (WGRSS) is also used at this stage to help assess the child's needs if required.
- **SEN Support** - a child whose progress is significantly below age related expectations or who needs a higher amount of support either 1:1 or small group, is placed on SEN Support. A Pupil Learning Plan will be generated that has the child and their needs at the centre with outside agencies being consulted in order to provide additional support, where necessary. A Pupil Learning Plan is generated in conjunction with the child, parents, school staff and outside agencies. This focusses on outcomes and provision that is needed to support the child. Everyone involved in the Pupil Learning Plan, including parents, are kept up to date regularly with progress and all external agency reports are shared with parents. This process will inform short term targets for the child.
- **Education and Health Care Plan (EHCP)/ Statutory My Plan** - A child who requires specific support in class and where progress and needs have not been met through SEN Support may/will be considered for a Statutory My Plan. The SEN Support Pupil Learning Plan can be put forward to the SEND panel to be considered for a Statutory My Plan. A child at this level will be allocated an SEND Lead Worker through Wiltshire Council SEND Service. Parents, the child, school and any other agencies involved will be asked for their input which will be presented to the Wiltshire Council SEND panel.

The Graduated Approach to SEND



Where a pupil is identified as having SEND, our school will take action to remove barriers to learning and put effective provision in place. This SEND support will take the form of a four part cycle, known as the graduated approach. These four parts are: Assess, Plan, Do and Review.

Assess

The class teacher and SENCO will carry out a clear analysis of a pupil's needs, drawing on teacher assessment, experience of the pupil, previous progress and attainment and information from the school's core approach to pupil progress, attainment and behaviour. Assessments will be reviewed regularly to ensure that support and intervention are matched to needs.

Plan

If it is decided to place a pupil on SEN support, the parents will be formally notified. At our school, parents are part of the assessment and review process for pupils. The plan will be generated with the class teacher, SENCO, parents and pupil in order to identify the support and intervention required to meet the outcomes identified for the pupil.

Do

The class teacher will remain responsible for working with the child on a daily basis. Where a teaching assistant or specialist teacher works with the pupil either one to one or with a group the class teacher remains responsible for overseeing the planning and assessment of the intervention and feeding back to parents.

Review

The effectiveness of the support and the impact of this support on the pupil's progress will be reviewed alongside the parents and pupil in order to gain their views. This will then feed back into the analysis of the pupil's needs and inform the revised support in light of the pupil's progress. Where a pupil has a Statutory My Plan/EHCP, the LA and school must review the plan at least once a year.

Generation of a Pupil Learning Plan for a Child

Following a review of the strategies, it may be necessary to make provision which is additional to, or different from, that which is already provided. It may be that the child:-

- Makes little or no progress even when teaching approaches are targeted to their particular needs.
- Shows signs of difficulty in developing skills in literacy or mathematics.
- Shows persistent signs of emotional or behavioural difficulties which are not addressed through the behaviour policy used in school.
- Has physical or sensory problems and despite specialist equipment still makes little or no progress.
- Has communication and/or interaction difficulties which lead to them making little or no progress.

The Pupil Learning Plan will be generated in full consultation with the class teacher, the SENCO, parents, the child and in some cases, outside agencies, who may be involved with the child. Together, a Pupil Learning will be generated with the child at its centre. Long term goals will be considered and then the short term goals that will be needed to fulfil these longer term goals. The

The Pupil Learning Plan will evidence:-

- The primary area of need of the child
- An assessment of needs
- Outside Agency Involvement
- The child's view of what they need to belong and learn.
- The adult's views of what the child needs to belong and learn.
- Attendance data
- Long Term Outcomes (RAG rated through the year to indicate whether the child is on track)
- Short Term Targets
- Success Criteria/Small steps
- Provision (including ratio and frequency)
- Review against targets
- Monitoring

The Pupil Learning Plan will be fully jointly reviewed three times a year and a meeting with the parents will be arranged.

Requesting a EHC plan/ Statutory My Plan

Where, despite all of our best endeavours and evidence of at least three cycles of Plan, Do and Review, the child still makes little or no progress in the areas targeted, we will discuss with the parents and child the need for us to approach the LA to request a statutory assessment for a Statutory My Plan. However, this may or may not result in the LA issuing a Statutory My Plan. Where a child has a Statutory My Plan we will carry out an annual review which parents, child, the LA, outside agencies, Head teacher, SENCO and the class teacher will be invited to attend. The

Statutory My Plan will ensure a collaborative, joined up approach to support the child. There will be a single point of contact appointed called the SEND Lead Worker who will be responsible for liaising between all the interested parties ensuring that everyone is working together and effectively sharing information.

Criteria for exiting the SEND Register

Where specific planned provision has been successful and accelerated progress has been made so that the pupil is working within national expectations, then they will be removed from the SEND register and their ongoing progress will be monitored by their class teacher.

Supporting Pupils at school with a Medical Condition

We recognise that pupils at our school with medical conditions need to be fully supported to allow them full access to education, including school trips and physical education. If children have a disability, we will comply with the duties under the Equality Act 2010. Some children will have their medical conditions recognised within their Education, Health and Care Plan/Statutory My Plan.

Parent/Carer Voice

Parents/carers are important partners in the effective working relationship with the academy in raising their child's attainment. The Academy strives to ensure that parents/carers are fully involved in the identification, assessment and decision-making process in the academy. Parent's/carers' contribution to their child's education is valued highly by the staff in the academy.

Complaints Procedure

If parents/carers have a complaint concerning provision for their child, they should discuss this with either the SENCO or the Head of School who will issue a copy of the Academy's Complaints procedure. The complaints policy is also available through the school's website.

Criteria for Evaluating the Success of our Policy:

The policy will be evaluated against the objectives stated on page two by:

- ✓ An analysis of the curriculum, support and resources that are deployed to meet the pupil's needs.
- ✓ An analysis of the pupil's academic, social and emotional data and the interventions in place to narrow identified gaps (this analysis will include evidence from monitoring)
- ✓ By involving the pupils, parents/carers and outside agencies in discussing, constructing and reviewing provision through the process of Pupil Learning Plans and The Statutory My Plan reviews.
- ✓ Staff voice/feedback on awareness of procedures.