



ST. EDMUND'S R.C.  
PRIMARY SCHOOL

SEN INFORMATION REPORT

<i>Date Policy Approved:</i>	<i>June 2018</i>
<i>Date Endorsed by Governors:</i>	
<i>Date of Next Review:</i>	<i>Summer Term 2018</i>

## SEN Information Report

“We exist as a Roman Catholic School to support and guide the family, to value our Catholic heritage and to build on this inheritance so that within the whole school community we may grow in knowledge, love of God and each other and impart this knowledge and love to the children in our care.”

### **What can we offer at St. Edmund’s R.C. Primary School?**

Here at St. Edmund’s we embrace that every child is unique and created in the image of God, therefore the educational needs of each child are different. We understand that this is certainly the case for those children with additional needs and/or disabilities.

### **Who is involved at school?**

**Executive Head teacher:** “Hello, I am Anne Clinton, Head teacher; I liaise with the SENCo (Special Educational Needs Coordinator) to ensure that we offer the most effective support we can for each individual child.”

**SEND Coordinator:** “Hello, I am Michelle Shaw and I coordinate and manage Special Educational Needs support within the school. I work closely with our Teachers and Teaching Assistants to ensure that our children are provided with the interventions and support they need to achieve the very best they can. I am also the next point of call for parents to discuss their child’s needs after speaking to their class teacher.”

To contact me please contact the school office on 0161 205 1700.

### **Class Teachers/Teaching Assistants:**

Unless your child has a Statement of Need or Education, Health and Care Plan they will be supported by the TA assigned to your child’s class. Other TAs across the school are trained in specific interventions.

**EYFS:** Mrs. Taylor, Mrs. Hughes, Mrs Bryer, Mrs. Jeffreys, Mrs. Szoltysek, Mrs Gasparova and Mrs Akujee.

**KS1:** Mrs. Dutton, Miss. Green Mrs Fox, and Mrs. Hunt.

**KS2:** Miss Loughrey, Miss Withers, Mrs. Costin, Mrs. Williams, Mrs Turner, Mrs Gordon, Miss Crowther and Miss O’Halloran.

**SEND Governor:** “Hello, I am Mr Peter Clough, SEND Link Governor; I liaise with the SEND Coordinator and Head Teacher every term to ensure that the provision for SEND Children within St Edmund’s is outstanding.”

To contact me please contact the school office on 0161 205 1700

### **Kinds of Special Educational Needs that are provided for at St Edmund’s RC Primary School**

The SEND Department within our school provides support for pupils across the four areas of need as laid out in the SEN Code of Practice 2014:

- Communication and interaction
- Cognition and Learning
- Social, Emotional and mental health difficulties
- Sensory and/or physical needs

## **Identification and Assessment of pupils with SEN**

Pupils are identified as having SEN, and their needs assessed through:

- Information passed on from previous Nursery/Infant/Primary/previous schools
- Baseline testing, progress data, EYFS data and KS1 data
- Feedback from teaching staff and observations
- Pupil Premium interventions
- Referrals from parents
- Pupil Referrals
- Information from health professionals

## **Provision for pupils with Special Educational Needs**

At St Edmund's R.C. Primary School we provide teaching and learning which enables all children to gain access to a broad, balanced and appropriately differentiated curriculum.

Our aim is to ensure all children are supported in order that they may work confidently towards reaching their full potential.

Our teaching is based around the principals:

- High aspirations.
- Excellent outcomes.
- Promote independence, equality and consideration for others.
- Ensure that success is celebrated.
- Equip our children with the skills attributed for adult life.

All our children receive quality first teaching. This means that a range of teaching and learning styles are used and appropriate learning objectives are set. All classes have time allocated to them for support by a teaching assistant and pupils are also offered additional small group work, interventions as required or personalised provision through time limited programmes or adapted resources. The curriculum or learning environment may be adapted by groupings that target specific levels of progress.

## **Assessment and evaluating effectiveness of the provision made for pupils with SEN.**

Impact tracking is completed every term or at the end of the time limited intervention. Every term pupil progress meetings are held with the senior leadership team and the class teacher. At this meeting we look at the impact of the provision for every child and discuss next steps. We operate a graduated approach consisting of four stages.

1. Assess
2. Plan
3. Do
4. Review

At the end of every term the SEND Coordinator reports to governors and also has a meeting with the SEN Link Governor and the head teacher to look at the provision within school. This triangle of support ensures that impact and provision are closely monitored.

Parents are invited in each term to meet with the SEND Coordinator and the class teacher to review the provision, Individual Educational Plan and data for their child. At this meeting we will also invite your child to help look at their aspirations for the future, what is working well, what could be better and outcomes both long term and short term. We also request that parents attend two parent's evenings a year with the class teacher. You may also have contact with the Caritas social worker and any other outside professionals that are supporting school or your child. We also provide annual written reports for parents and may also offer some children home/school diaries.

If a child has a Statement of Need or an Education, Health and Care Plan they will be invited in yearly to review the short term and long term targets. During the period of transition of Statement of Needs to Education, Health and Care Plans September 2014 - April 2018 the authority will be present at transfer review meetings.

Our school offers an open door policy where you are welcome any time to make an appointment to meet with either the class teacher or SEND Coordinator, to discuss how your child is progressing.

During times of external and internal examinations children with special educational needs will be supported through:

- 1-1 support
- 1-1 scribes
- 1-1 readers
- Extra time to complete assessment

#### **Support that is available for improving the social emotional and mental health of pupils with special educational needs.**

Pupils are well supported at St Edmund's by:

- An anti-bullying policy
- Caritas social worker who works with small groups or individual children.
- Pupil Voice
- Pupil Chaplaincy team.
- Peer to peer support.
- Targeted support for individual children.
- Robust Safeguarding Policy

#### **Staff Training**

- All staff within St Edmund's has regular SEN training from the school SEND Coordinator.
- The SEND Coordinator has the National Award for Special Educational Needs Coordination.
- All staff has had safeguarding training within the last two years.
- Individual teachers and teaching assistants have had ASD training

- Individual teaching assistant have had Speech and Language training
- SEND Coordinator has had Triangle of Support training.
- All staff has had behaviour training within the last two years.
- Individual teaching assistant training on Fischer Family Trust and Better Reading Partnership
- Individual teaching assistant training on Rainbow Readers
- A specialist Reading Recovery Teacher and dyslexia screening.
- Individual teaching assistants trained on Moving and Handling Children.
- Individual teaching assistant trained on supporting children with medical needs.
- Individual teaching assistants trained in catheterisation.
- Trained first aiders including paediatric first aiders.
- Individual teaching assistants trained on 1<sup>st</sup> Class Numeracy

For more information please see training section on school website.

#### **What do I do if I have a concern about the school's provision?**

In the first instance we encourage you to contact your child's class teacher. If you still have concerns, then please contact the headteacher and/or SEND Coordinator. In the unlikely event that your concern is not resolved, then please contact our SEND Link Governor or Chair of Governors.

#### **What specialist services and expertise are available at or accessed by the school?**

We work closely with the following to support your child's needs:

- Physiotherapy
- Occupational Therapy
- Speech and language therapy
- Children and Adolescent Mental Health Service (CAMHS)
- Educational psychology services.
- Outreach Services from local special schools e.g. Lancasterian, The Grange, Rodney House and Camberwell Park
- School Nurse Team
- Behaviour Support Services
- Specific Learning Difference/Difficulties Teacher (SpLD)

The contact details of support services for the parents of pupils with special educational needs, including arrangements made in accordance with section 32.

Information, Advice and Support (IAS) Manchester  
0161 2098356  
Email: [parents@manchester.gov.uk](mailto:parents@manchester.gov.uk)

SEND Independent Supporters in Manchester  
0161 2098356

Statutory Assessment Team  
0161 245 7439  
Email: [sen@manchester.gov.uk](mailto:sen@manchester.gov.uk)

Travel Coordination Unit  
0161 219 6400  
Email: [hometoschool@manchester.gov.uk](mailto:hometoschool@manchester.gov.uk)

Specialist Resource Team  
North District: 0161 2457623  
Central District: 0161 245 7180  
South District: 0161998 7280  
Email: [shortbreaks@manchester.gov.uk](mailto:shortbreaks@manchester.gov.uk)

Parental Engagement Team  
0161 234 1943  
Email: [parents@manchester.gov.uk](mailto:parents@manchester.gov.uk)

Early Help Hubs  
North District: 0161 2341973  
Central District: 0161 234 1975  
South District: 0161 234 1977

CAMHS:  
North Manchester District Child Psychiatry Service 0161 203 3250  
South Manchester District Child Psychiatry Service 0161 902 3400  
Central Manchester District Child Psychiatry Service 0161 701 6880  
Salford District Child Psychiatry Service 0161 211 7260

Other services including Speech and Language therapy and Occupational Health service can be accessed through the school Nurse – 0161 241 2813

### **Early Help Assessment**

As part of our support for children and parents in our school we provide regular opportunities to consult with support services and health agencies. This sometimes includes completing the Early Help Assessment to support the family as well as the child. We also make use of the Caritas Charity and Wood Street Mission.

We will discuss the needs of the individual/family in school and plan together the best use of advice and support from other agencies to ensure there is a coordinated approach.

## **Transition and Accessibility**

We encourage all new children and parents to visit the school prior to starting. They will be able to have a tour of the building, meet the class teachers and see the environment their child will be learning in. Parents will also be able to speak to a member of staff and any important information can be passed over at this point.

Our school is a two story building so has some stairs so parents are invited to come and see the layout and accessibility arrangements. Our school has been modified to meet the needs of a child with a physical/medical condition which means our ground floor is accessible for a wheelchair user. Our school includes a hygiene suite and additional ground floor classroom for wheelchair access. We have had regular contact with Lancasterian Specialist School (LOIS) to ensure that we complete the necessary risk assessments and alongside the children and the child's families we complete a series of personal plans outlining needs and how we will meet these.

If your child is due to enter the nursery they will be given a welcome pack with systems and routines. A home visit will also be arranged. If they are transferring from another setting the nursery staff will make contact with the other setting and arrange a visit to observe the child in their current setting and speak to the staff currently working with your child.

If a child is entering our school into Year 1 – 6 we will contact the previous school to gather information to support in year transitions from other schools. Meetings are held with the previous school if it is felt necessary.

When the children are preparing to move to high school visits to the school are arranged. For children with SEND additional visits are arranged. A synopsis of the child's needs is also sent up to the school for distribution amongst staff if parents are in agreement. We ensure all relevant paperwork is passed on and all needs are discussed and understood. If a child has an Education, Health and Care Plan the high school will be invited into our school to meet with parents, class teacher and SEND coordinator.

Transitions within school are carefully planned and opportunities to visit new classroom are arranged. We also have handover meeting where the specific needs, strategies and techniques to support children are discussed.

## **Local Authority Local Offer.**

Each local authority must produce a local offer. Please find links below to Manchester, Salford, Rochdale and Oldham's local offer.

- Manchester: [www.manchester.gov.uk/sendlocaloffer](http://www.manchester.gov.uk/sendlocaloffer)
- Salford: [www.salford.gov.uk/children-and-families/local-offer-special-educational-needs/](http://www.salford.gov.uk/children-and-families/local-offer-special-educational-needs/)
- Rochdale: [www.rochdale.gov.uk/schools-and-education/special-educational-needs/Pages/send---the-local-offer](http://www.rochdale.gov.uk/schools-and-education/special-educational-needs/Pages/send---the-local-offer)
- Oldham: [www.oldham.gov.uk/info/200368/children\\_and\\_young\\_people\\_with\\_special\\_educational\\_needs\\_and\\_disabilities](http://www.oldham.gov.uk/info/200368/children_and_young_people_with_special_educational_needs_and_disabilities)

If you have any further queries about St Edmund's R.C. Primary school please contact the school office on 0161 205 1700 and you can speak to the SEND Coordinator Mrs. Michelle Shaw.