

**Benedict Biscop CE Academy**  
**Special Educational Needs and Disabilities Information Report 2015-16**  
**Parent Information**

### **Introduction**

Benedict Biscop CE Academy has adopted a similar approach to all Sunderland Local Authority (LA) maintained schools, in meeting the needs of pupils with Special Educational Needs and /or disabilities. The Academy and maintained schools are supported by the LA to ensure that all pupils, regardless of their specific needs, make the best possible progress in school.

All schools are supported to be as inclusive as possible, with the needs of pupils with Special Educational Needs and Disabilities (SEND) being met in a mainstream setting wherever possible.

The broad areas of SEND need are:

- Communication and Interaction.
- Cognition and Learning.
- Social, Emotional and Mental Health Difficulties.
- Sensory and/or Physical.

### **What is the Local Offer?**

#### **The LA Local Offer**

The Children and Families Bill was enacted in September 2014. From this date Local Authorities (LA) and Academies are required to publish and keep under review information about services they expect to be available for children and young people with special educational needs (SEN) aged 0-25. The LA refer to this as the 'Local Offer'.

The intention of the Local Offer is to improve choice and transparency for families. It will also be an important resource for parents in understanding the range of services and provision in the local area.

### **What is the Special Education Needs Information Report?**

Schools utilise the LA Local Offer to meet the needs of SEND pupils as determined by school policy and the provision that the school is able to provide. Schools refer to this as 'The Special Education Needs Information Report'.

## Questions

The twelve questions below will outline Benedict Biscop CE Academy's school offer.

### Question 1

**Who are the best people to talk to in this school about my child's difficulties with learning/ Special Educational Needs or disability (SEND)?**

**In the first instance this will always be the class teacher who is responsible for:**

- Checking on the progress of your child and identifying needs, planning and delivering any additional help your child may need (for example, this could be targeted work, additional support) and informing the Special Education Needs/Disabilities Coordinator (Inclusion Manager/ Assistant SENDCo, as necessary).
- Writing and monitoring Pupil Progress targets, sharing and reviewing these with parents/carers once each term during parental interviews and planning for the next term.
- Matching learning to your child's needs.
- Ensuring that the Academy's SEND Policy is followed in their classroom and for all the pupils they teach with any SEND.

### **The Inclusion Manager- Miss J Gibson**

Responsible for:

- Developing and reviewing the school's SEND policy with Trustees of the Academy, making this available on the website
- Coordinating all the support for children with special educational needs or disabilities (SEND), ensuring transparency and fairness, in accordance with Academy resources
- Ensuring that you are:
  - i. involved in supporting your child's learning
  - ii. kept informed about the support your child is receiving
  - iii. involved in reviewing how your child is progressing which will take place during termly reviews
- Facilitating meetings between school, parents and other professionals involved with your child.
- Liaising with all the other people who come into school to help support your child's learning e.g. Speech and Language Therapy, Educational Psychology etc.
- Updating the school's SEND register (a system for ensuring that all the SEND needs of pupils in this school are known) and making sure that records of you child's progress and needs are kept, and held confidential other than to those who need to know about your child.
- Providing support for all staff in the school so that they can help children with SEND in the school to achieve and progress.
- Monitoring provision for SEND across the school.
- Ensuring that information about your child on entry to school is known to the relevant staff.
- Advising Principal on the progress of pupils within the Academy and raising awareness where needs of pupils are not being met.

## **The Headteacher – Mrs P Thompson**

Responsible for:

- Operational management of all aspects of the school, this includes the support for children with SEND.
- Delegating responsibility to the SENDCo/Inclusion Manager and class teachers for the delivery of learning, but maintaining overall responsibility for ensuring that your child's needs are met.
- Ensuring that the Trustees are kept up to date about issues relating to SEND.
- Advising Trustees on the progress of pupils within the Academy and raising awareness where needs of pupils are not being met.

## **The SEND Governors – Mrs J. Murray and Mrs H Anderson**

Responsible for:

- Ensuring that the necessary support is provided for any child who attends the school, who has SEND.
- Ensuring that Trustees will seek best financial value for the limited resources the Academy receives for SEND

**School contact telephone number (0191) 553 5974**

## **Question 2**

**What are the different types of support available for children with SEND in our school?**

**a) Class teacher - excellent targeted classroom teaching (Quality First Teaching).**

For your child this would mean:

- That the teacher has the highest possible expectations for your child and all pupils in their class.
- That all teaching is built on what your child already knows, can do and can understand.
- Different learning styles are catered for and are well embedded so that your child is fully involved in learning in class. This may involve things like planning for more practical learning.
- Specific strategies (which may be suggested by and supported by the Inclusion Manager) are in place to support your child to learn.
- Your child's teacher will continually monitor progress and, where necessary, appropriate support and intervention will be planned.

### **Specific group work**

Intervention which may be:

- Delivered in small groups or 1:1.
- Delivered by a teacher or a Teaching Assistant (TA).
- Delivered within class or in a designated area outside of the class.

**b) Specialist support provided by outside agencies e.g .Speech and Language therapy**

**Children who have been referred to outside agencies for additional support.**

This means they have been identified by the Inclusion Manager/ class teacher as needing some extra specialist support in school from a professional outside the school. This may be from:

- Local Authority central services such as the Autism Outreach Team or Sensory Service ( for students with a hearing or visual need)
- Outside professional such as the Academy's independent Educational Psychologist.

#### **What could happen:**

- You may be asked to give your permission for the Academy to refer your child to a specialist professional e.g. a Speech and Language Therapist or Educational Psychologist. This will help the Academy and yourself determine and understand your child's particular needs, so that learning can be matched more directly in school.
- The specialist professional will work with your child to understand their needs and make recommendations as to the ways your child is given support. You will receive a copy of all such support and be informed of any findings.
- The reports will be available to all professionals involved in the education and care of your child.

#### **c) Specified Individual support**

- This type of support is available for children whose learning needs are severe, complex and lifelong.
- This is usually provided via a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP). This means your child will have been identified by professionals as needing a particularly high level of individual or small group teaching, as their needs are not able to be met without this support.
- This type of support is available for children with specific barriers to learning that cannot be overcome through Quality First Teaching and intervention groups ("Including All Children" documentation from LA).
- Your child will also need specialist support in school from a professional outside the school. This may be from Local Authority central services such as the Autism Outreach Team or Sensory Service (for students with a hearing or visual need), or Outside agencies provided by Health, such as the Speech and Language therapy (SALT) Service.

#### **For your child this would mean:**

- The school (or you) can request that Local Authority carry out a statutory assessment of your child's needs. This is a legal process which sets out the amount of support that will be provided for your child.
- After the request has been made to the 'Panel of Professionals' (which will include a range of information about your child, including some from yourself), they will decide whether they think your child's needs (as described in the paperwork provided), seem complex enough to need a statutory assessment. If this is the case they will ask you and all professionals involved with your child, to write a report outlining your child's needs. If they do not think your child needs this higher level of support, the LA will ask the school to continue with the current support .
- After the reports have all been sent to the LA, the 'Panel of Professionals' will decide if your child's needs are severe, complex and lifelong. If this is the case, they will write a Statement of Special Educational Needs or an Education Health Care Plan (EHCP). If this is not the case, they will ask the school to continue with the current level of support.

- The Statement or EHC Plan will outline the number of hours of individual/small group support your child will receive from the LA and how the support should be used and what strategies must be put in place. It will also have long and short term goals for your child. *Your child may be entitled to a small amount of additional funds and this is dependent on the Local Authority.*

### **Question 3**

#### **How can I let the school know I am concerned about my child's progress in school?**

If you have concerns about your child's progress you should speak to your child's class teacher initially.

If you continue to be concerned that your child is not making progress, you may speak to the Inclusion Manager/Assistant SENDCo.

If you continue to be concerned that your child is not making progress, you may speak to the Principal.

### **Question 4**

#### **How will the school let me know if they have any concerns about my child's learning in school?**

If your child is identified as not making sufficient progress, the school will set up a meeting to discuss this with you in more detail and to:

- explain their concerns/findings
- listen to any concerns you may have
- plan any additional support your child may need
- discuss with you any referrals to outside professionals to support your child's learning

### **Question 5**

#### **How is extra support allocated to children and how do they progress in their learning?**

The school budget, received from Sunderland LA, includes a small amount of money for supporting children with SEND.

The Principal decides on the deployment of resources for Special Educational Needs and Disabilities in consultation with the Academy governors, on the basis of needs in the academy.

The Principal and the Inclusion manager discuss all the information they have about SEND in the academy, including:

- the children who already receive extra support
- the children newly identified as requiring extra support
- appropriate deployment of staff and resources throughout the school.

The Inclusion Manager identifies the needs of their pupils on a school provision map which for SEND pupils identifies all resources/training and support. These are reviewed half termly and changes made as needed.

## **Question 6**

### **Who are the other people providing services to children with SEND in the Academy?**

There are no specialists providing services to children with SEND in the Academy.

#### **Academy provision**

- Teaching Assistants
- Breakfast club / After school club provision and staff
- School clubs

#### **Local Authority Provision delivered in all schools and Academies**

- Autism Outreach Team
- Sensory Service for children with visual or hearing needs
- Parent Partnership Service
- Language and Learning Team
- The Academy do not purchase resources from the KS1 and KS2 Behaviour Intervention team.

#### **Health Provision delivered in all schools and Academies**

- Additional Speech and Language Therapy input to provide a higher level of service to the school, also provided by the Health Authority at local Health centres.
- School Nurse
- Educational Occupational Therapy
- Physiotherapy
- CAMHS

#### **Independent provision delivered in all schools and Academies.**

- Educational Psychologist assessments

## **Question 7**

### **How are the teachers and support staff in the Academy supported to work with children with SEND and what training do they receive?**

**Every class teacher is expected to take the needs of all pupils into account when they plan learning activities.**

The Inclusion Manager's role is to support the class teacher in planning for children with SEND, whose learning needs are above and beyond the usual learning sequence.

- The Academy provides training and support to enable all staff to improve the teaching and learning of all children, including those with SEND.
- Individual teachers and support staff attend some training courses run by outside agencies, that are relevant to the needs of specific children in their class e.g. Early Bird Plus from the Autism Outreach Team.
- Individual staff have received training to support and deepen their understanding of a range of SEND issues. However, support from outside agencies is always sought as specialist teaching in these areas is not readily available in the Academy.

## **Question 8**

### **How will the teaching be adapted for my child with SEND?**

- Class Teachers plan lessons according to the specific needs of all groups of children in their class, ensuring that teaching and learning meet the needs of all pupils.
- Support staff, under the direction of the class teacher, carry out interventions which are relevant to your child's needs, mainly group learning activities
- Specific resources and strategies will be used to support your child individually and in groups.
- Planning and teaching will be adapted on a daily basis if needed, to meet your child's learning needs.

## **Question 9**

### **How will we measure the progress of your child in the Academy?**

Your child's progress is continually monitored by his/her class teacher, as is the progress of all children.

- His/her progress is tracked half termly and discussed with the senior leadership team at pupil progress meetings.
- Children with identified SEND, who have an EHP, have formal reviews each term where a range of issues, including progress is discussed.
- At the end of each key stage (i.e. at the end of Early Years, Year 1, Year 2 and Year 6) a decision will be made regarding your child's suitability to be formally assessed using Statutory Assessments and Standard Assessment Tests (SATs). This is something the government requires all schools and Academies to do and the results are published nationally.
- Children will have personal targets which will be reviewed, and a future plan made.
- The progress of children with a statement of SEND/ EHC Plan is formally reviewed at an Annual Review, with all adults involved with the child's education invited.
- The Inclusion Manager will also monitor your child's progress in line with the academy's assessment and tracking system and inform the Principalevery 6 weeks of progress.

## **Question 10**

### **What support do we have for you as a parent of a child with a SEND?**

The class teacher is available, at an agreed time, to discuss your child's progress or any concerns you may have and to share information about what is working well at home and school so similar strategies can be used.

- The Inclusion Manager is available to meet with you, at an agreed time, to address any additional questions or concerns you may have after discussions with the class teacher
- All information from outside professionals will be discussed with you, with the person involved directly, or where this is not possible, in a report.
- Personal progress targets will be reviewed, at parental interviews, with your involvement.
- Homework will be set which will be suitable for the needs and ability of your child.
- A home/school contact book may be used to support communication with you.

## **Question 11**

### **How is Benedict Biscop CE Academy accessible to children with SEND?**

The building is suitably adapted to ensure safe access for children with a range of physical needs, for example, wheelchair access.

- We are on 1 floor and have a ramp to the rear of the building, making the academy accessible for all pupils.
- After school provision is accessible to all children including those with SEND.
- Extra curricular activities are accessible for children with SEND. This may be independent of suitable adults or may be closely supervised by the adults we have in the Academy.

## **Question 12**

### **How will we support your child when they are leaving this school? OR moving on to another class?**

We recognise that transitions can be difficult for a child with SEND and take steps to ensure that any transition is as smooth as possible.

#### **If your child is moving to another school:**

- We will contact the school SENDCo and ensure he/she knows about any special arrangements or support that needs to be made for your child.
- We will make sure that all records about your child are passed on as soon as possible.
- We will encourage your child to visit the other school before they transfer.

#### **When moving classes in the Academy:**

- Information regarding assessment, existing targets and strategies will be passed on to the new class teacher.
- A personalised transition booklet will be given to your child including information about new class teacher, support staff and areas that he/she will access. This booklet will be available at the end of the summer term as a point of reference for you and your child over the summer holidays.

#### **In Year 6:**

- The Inclusion Manager will discuss the specific needs of your child with the SENDCO of their secondary school.
- Your child will visit their new school on several occasions, as part of a planned transition programme, and in some cases staff from the new school will visit your child in this school. This is usual practice for all children within our Academy.

## **Question 13**

### **What Emotional and Social Development support we have for a child with a SEND?**

We recognise that pupils with SEND may well have Emotional and Social Development needs, which will require support in the Academy.

- We have a robust Safeguarding/ Child Protection Policy in place, we follow National & LA Guidelines.

- Our policies on Behaviour and PSHCE are monitored regularly and followed by all staff.
- The Principal, Vice Principal and all staff continually monitor the Emotional Health and Well-being of all our pupils.
- We are a school where bullying is not tolerated.
- Where a child has a recognised need relating to their emotional health and well-being, a named person will be available to give support as and when needed.

At Benedict Biscop CE Academy we are supportive of all pupils and we wish to reassure any parent, that if your child is not making sufficient progress according to their specialised targets, we will be honest in our professional capacity and experience. We will discuss with you the implications for your child, so that the possibility of other suitable, specialist provision can be explored.