

SEND Information Report



RATIFICATION: Autumn 2025

DATE OF NEXT REVIEW: Autumn 2026

REVIEWED BY: Executive Headteacher/ Head of School

APPROVED BY: Local Governing Body

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Introduction

At Alveley we aim to develop each child: emotionally, physically, intellectually, spiritually and socially so they are able to reach their full potential and be prepared for the next phase in their life journey and education.

We are committed to the Special Educational Needs and Disability Code of Practice: 0 - 25 years which became statutory from 1 September 2014 and last revised in 2015. We provide a happy and nurturing environment where we value every child and their differences. At Alveley we provide a broad and balanced curriculum with the National Curriculum 2014 as our starting point. When planning, teachers set learning challenges that meet the diverse needs of all children. We pride ourselves on quality first teaching which facilitates inclusive teaching and learning for all abilities, races and genders. One of the main factors of quality first teaching is that it takes into account these needs and make provision for them which enables all children to participate effectively in all curriculum and assessment activities. Children may have educational needs throughout, or at any time during, their time at school and we continually seek to ensure all children are fully included in all aspects of school life. We work closely with all parents including those of children with SEND. We hope that you find the following information useful, and we welcome visits from any prospective parents.

Key staff in school (in addition to your child's class teacher)

Mr. O'Malley - Executive Head Teacher
Mrs. Lowe - Assistant Head Teacher
Mrs. Dyche - SENCO
Mr. Geoff Baker - SEND Governor

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% of pupils with:	School	Local (Shropshire, based on Autumn 2024 census data)	National (based on government's SEN data, June 2025)
SEN Support	11.7% (10)	13%	14.2%
EHC Plans	5.85% (5)	5%	5.3%
All SEN	17.55% (15)	18%	19.5%

Shropshire Local Offer

Wider information regarding available services (including a range of leisure activities) for pupils with SEND and their families across the whole of Shropshire can be found by visiting the Shropshire Local Offer. The Local Offer brings together information about the help and support available for children and young people with special educational needs and/or disabilities and their families.

"The SEND local offer is a single place for information, services, and resources for children and young people aged 0-25 with special educational needs and/or disabilities, their families, and the practitioners who support them. It's been designed with a family's needs at the heart of the process."

Contact - <https://shropshire.gov.uk/the-send-local-offer/>

Principles

The school's approach to special educational needs and/or disabilities is based on the following principles:

- We work closely with pupils, parents, teachers, teaching assistants and other relevant agencies to ensure the best outcome for children with SEND.
- All teachers are teachers of pupils with special educational needs and/or disabilities and work hard to ensure that the needs of all pupils are met.
- We endeavour to identify children's needs as quickly as possible and use a graduated (assess, plan, do, review) approach to ensure that the pupil is making the expected progress.
- To enable all children to have full access to all elements of the school curriculum and school life.

Roles and responsibilities

The SENCO provides termly updates to the SEND Link Governor and an annual summary to the Governing Body, ensuring strategic oversight of SEND provision.

Headteacher/Assistant Head – The headteacher is responsible for the day-to-day management of all aspects of the school including the support for children with special educational needs and/or disabilities and ensuring that the governors are kept up to date about and issues relating to SEND.

SEND Link Governor – The link governor is responsible for Ensuring that the governors are kept up to date about any issues relating to SEND. Carrying out learning walks to ensure that he has a good understanding of the support and meets with the SENCO regularly. SEND children are receiving and that it is appropriate for their needs.

SENCO – The SENCO is responsible for coordinating all support for children with special educational needs and/or disabilities and working to ensure all children get a consistent, high-quality response when it comes to meeting their individual needs. Collaborating with outside agencies that may be involved with supporting a child's learning. Supporting staff so they can help children with special educational needs and/or disabilities achieve their potential. Organising relevant training for members of staff. Ensuring that parents are involved in all aspects of supporting their children's learning including additional termly meetings to review and plan for next term.

Class teacher – The class teacher is responsible for ensuring that all children have access to good teaching and that the curriculum is adapted to meet your child's needs. Assessing the progress of children in their class and planning, delivering and reviewing, and additional support that your child may need on a termly basis. Ensuring that all members of staff involved with working with your child are aware of their individual needs and what needs to be put in place to ensure that progress is made. Completing relevant paperwork for children in their class on the SEND register.

Identification of special educational needs and/or disabilities and Assessment

We believe it is important to identify a child's individual needs as quickly as possible to ensure that they receive the support they need promptly for more information please see below.

- When pupils have an identified special educational need and/or disability before they join us we work very closely with the people who already know them and use the information that is already available to identify any possible barriers to learning and consider how we can best support them in our setting.
- If you tell us that you think your child has a special educational need or disability, we will discuss this with you and assess your child accordingly. These assessments will usually take place at school. They may be done by the class teacher, SENCO or they could be carried out by an outside agency such as the Educational Psychology team, the Learning Support team (LSAT), Woodlands or the Speech and Language team. The findings of any assessment will always be discussed and shared with you as well as the next steps in terms of the support we will be providing.
- If a member of staff feels that your child has a special educational need and/or disability this maybe because they are not making the expected progress. If this is the case, you will be told by your class teacher or the SENCO. Assessments will then be carried out and appropriate provision will be put in place.

What happens if my child has to be seen by external agencies?	If your child has had school based assessments and support and the class teacher/SENCO are still concerned about their progress it may be decided that an assessment from an outside agency is needed. It is usually at this point that it is deemed necessary to add the child to the school SEND register (this is referred to as SEND support). The outside agency will assess your child and suggest support there is various paperwork that needs to be completed by the class teacher in cooperation with you and your child in order to plan appropriate provision and set targets these include: a pupil centred plan and provision map. These documents are reviewed regularly (at least termly)
What is a statutory assessment?	If your child still does not make the expected progress when they are on SEND support it may be deemed necessary for a statutory assessment. A statutory assessment is when a child has a variety of physical and academic assessments to see if they would benefit from additional support to further enhance the support they already receive. If you and the school decide to go ahead with this statutory assessment, it can take up to 26 weeks.
What happens after the statutory assessment?	If, following the statutory assessments, it is decided that your child would benefit from additional support then an Educational, Health, Care Plan (EHCP) will be written. This document is centred on your child and provides everyone involved with working with your child additional strategies to best support your child. The EHCP also includes targets that your child is working towards. These targets are reviewed annually in a meeting between parents, the school and any relevant outside agencies. The review can happen at any point during the year if it is deemed necessary. Parents, carers and indeed the pupils themselves are an extremely important part of the review process.

Identifying and Assessing Pupils with SEND

1. **Raising concerns:** Class teachers will share any concerns about a pupil's potential additional needs with the SENCo. These concerns may arise from parents/carers, support staff, or the teacher's own observations.
2. **Monitoring stage:** Pupils with identified concerns are placed on our *monitoring list*. At this stage, they receive additional interventions or support strategies and are closely monitored over time. Monitoring may include observations by the class teacher, teaching assistant, SENCo, and/or headteacher. Additional needs may also be identified through analysis of attainment data. If parents/carers have concerns about their child's needs or progress, they are encouraged to contact the class teacher to discuss this further.
3. **Next steps:** After the monitoring period, the SENCo (in consultation with class teachers, support staff, and the headteacher) will decide on appropriate next steps. These may include:
 - a. Continuing with monitoring and support strategies already in place
 - b. Increasing support and/or seeking external advice, and placing the pupil on the SEND register
 - c. Removing the pupil from the monitoring list

Parents/carers are always kept informed and involved in these discussions, usually through the class teacher

How we consult with parents and carers of children with Special Educational Needs and/or Disabilities

- Termly meetings with parents and carers to discuss progress and complete relevant paperwork/reviews and discuss PCPs.
- Parents and carers are encouraged to come into school and talk to us if they have any concerns.
- We arrange for parents and carers to meet with outside agencies at school.
- Outside agency reports are shared with parents and carers and they are able to come in and discuss them if they so wish.
- The school website signposts parents and carers to where they can receive additional information and support.
- We have discussed and developed relevant documents alongside parents and carers of children with SEND.
- When a child is in care, the carers are accorded the same rights and responsibilities as parents.

How we consult with pupils with Special Educational Needs and/or Disabilities

- Children are involved in completing paperwork relating to them in particular the, child friendly, one-page profile. They are also involved with target setting. The pupil voice is very important.
- We have school council to ensure the voice of the child is heard.
- Our PSHE work provides children with time to think and speak.
- Where appropriate children are consulted on how they feel they learn best.
- As and when appropriate children are provided with the opportunity to take part in review meetings. SENCo and SEND Governor conduct learning walks and conduct pupil interviews.

How we support our pupils at time of transition

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 SENCO and ensure he/she knows about any special arrangements or support that your child needs.
- We will make sure that all records about your child are passed on as soon as possible.

From nursery to the Reception class

- In EYFS Nursery and Reception work closely together to ensure a smooth transition.
- There are various opportunities for Nursery children to visit Reception before they begin school.
- Work closely with other local nurseries.
- Meetings with parents/carers, the Nursery teacher, Reception teacher and SENCO are arranged as and when necessary.
- The Nursery and Reception teacher work closely including when it comes to passing on paperwork and other relevant information.

From class to class within school

- Children have the opportunity to have a taster session in their new class.
- Teachers meet to discuss all children and pass on any relevant documents and information such as one page profiles.
- Progress data is shared with the next class teacher.

Transfer to secondary school

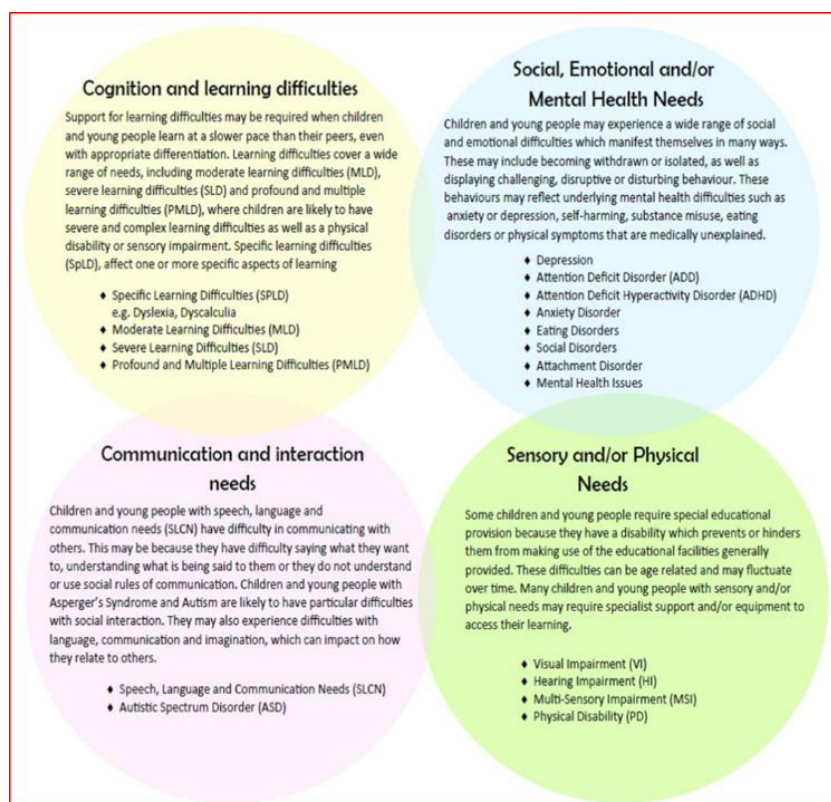
- We are lucky to have close links with both of the local secondary schools and children have various opportunities to visit for a range of activities during KS2.
- Teachers from the secondary schools visit the pupils at Alveley.
- Children have taster days at their secondary schools with additional days available if deemed necessary.
- Information is shared with the secondary schools.
- Additional transition visits for children who need them (including children on the SEND register) are available.

How we adapt our curriculum and learning environment to include pupils with Special Educational Needs and/or Disabilities

- We have an up to date accessibility plan which is reviewed regularly.
- Resources are available to support children such as writing slopes, wobble cushions and pencil grips.
- Teaching assistants support children with Special Educational Needs and/or Disabilities either on a one to one basis or as part of a small group.
- Advice from outside agencies is followed carefully and we purchase resources and follow programmes that are recommended by them.

Our provision for pupils with SEND

Pupils with Special Educational Needs and Disability will include those pupils with additional needs who require specific interventions to support learning or special accommodation for physical disability. As per the SEND Code of Practice, the types of SEND can be broadly categorised in the following areas:



Children's needs often overlap and are rarely confined to a single area, which is why our approach is always centred on gaining a holistic view of every child.

1. Communication and Interaction		
Specific Language Impairment		
How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for those with identified needs

- On visits to nursery we discover if a child has already had any involvement with Speech and Language Therapy (SaLT) or if the parent/carer has any concerns. - We observe children at different points during the school day. - Look at the progress the child is making particularly in terms of the development matters stages of development. - Assess the impact speech, language and communication needs are having on other areas of the curriculum and indeed the child's well-being. - Refer a child to SaLT in order to receive expert advice. - Review progress through a speech and language programme following guidance from outside agency.	- Follow advice from outside agencies. - Put in place appropriately trained teaching assistants to run speech and language sessions. - Ensure we have relevant and effective resources to support a child. <u>Receptive language issues</u> - Ensure instructions are simple and clear. - Put support in place to ensure that children understand what is expected of them. <u>Expressive language issues</u> - Provide activities which encourage expressive language development. - Ensure children have support from experienced members of staff where necessary. <u>Articulation of sounds issues</u> - Children may have specific speech and language programmes to follow. These will be administered by an experienced member of staff as part of a small group or one to one.	- Refer children to the speech and language service for support and advice. - Provide trained/ experienced members of staff to run interventions. - Regular feedback is provided to parents/carers with suggestions about how they can help at home.
Autistic Spectrum Disorder/ Condition (ASD)		
How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for those with identified needs

- On visits to nursery we discover if a child has already had any involvement with outside agencies or if the parent/carer has any concerns. - We observe children at different points during the school day. - We look at the progress the child is making and if progress is not being made then a decision will be made relating to whether or not a referral is needed to outside agencies such as Bee-U (formally CAMHS) or if an Early Help Assessment is needed. - Assess and track progress through the national curriculum and identify any barriers to learning. - Build a relationship with the child and understand patterns of behaviour or specific needs and how best to respond to these. - Provide the child with an assess, plan, do, review document, pupil centred plan, provision map and a one-page profile which can be reviewed termly. - Parents can also refer their child for an ASD assessment by visiting their GP.	- Make necessary changes to the curriculum/ style of teaching in order to ensure that all individuals are catered for. - Provide additional time and support to ensure that children can make sense of different situations. Where necessary this could be supported with the use of social stories. - Allow children to have time away from the classroom if needed.	- Approach Woodlands Outreach or other relevant outside agencies for advice and support. - Provide regular feedback to parents/carers and give them ways in which they can help best support their child at home.
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2. Cognition and Learning		
General/ Moderate Learning Difficulty		
How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for those with identified needs
- On visits to nursery we find out if a child has had any involvement with outside agencies or if the parents/carers have any concerns. - We observe children in class and at different times of the day such as at playtime or lunchtime. - We look at the progress the child is making and if progress is not being made then a referral to the LSAT might be made in order to receive additional support and guidance.	- Adapting to children's needs by using different approaches to teaching and learning. - Differentiating the work that we are doing in class. - Providing one to one or small group support from the teacher or teaching assistant. - Having children in target groups within the class. - Providing children with SMART targets.	- Follow advice from outside agencies. - Provide resources that will support children in their learning. - Support children with additional adult support in class. - Provide feedback to parents/carers on how they can be supporting their child's development at home.
Severe Learning Difficulties (SLD) e.g. Dyslexia and Dyspraxia		
On visits to nursery we find out if a child has had any involvement with outside agencies or if the parents/carers have any concerns.	- Follow any advice provided by outside agencies. - Adapting to children's needs by using different approaches to teaching and learning.	Observations by outside agencies such as the LSAT to provide advice on how best to respond to a child's learning style.

- We observe children in class and at different times of the day such as at playtime or lunchtime. - Analyse phonic screening test. - Look at progress the child is making and identify any potential barriers to learning. If progress is not being made, a referral to the LSAT might be made in order to receive additional support and guidance.	- Differentiating work that we are doing in class. - Providing one to one or small group support from the teacher or teaching assistant. - Having children in target groups within the class. - Providing children with SMART (Specific, Measurable, Achievable, Relevant, Timely) targets. - Provide resources in the class to support learning.	- Providing advice and support for parents by recommending resources that can be used at home. - Provide feedback to parents/carers on how they can be supporting their child at home.
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3. Social, Mental and Emotional Health

How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for those with identified needs
- On visits to nursery we find out if a child has had any involvement with outside agencies or if the parents/carers have any concerns. - We observe children in class and at different times of the day such as at playtime or lunchtime. - We look at the progress the child is making and if progress is not being made then a referral to the LSAT or Educational Psychologist might be made in order to receive additional support and guidance.	- Develop a personalised approach to learning for the child. - Provide them with support and have a key adult in school who they know they can go to. - Develop resources to support the needs of the children. - Have a plan/strategy if a child needs to remove themselves from a situation and calm down.	- Involvement from outside agencies as and when appropriate e.g. Woodlands. - Advice from Early Help. - Designated safe guarding officers. - Supporting the whole family with outside agencies e.g. bereavement counselling. - Staff trained in different interventions such as 'No Worries'

4. Sensory and/ or physical

Hearing impaired

How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for those with identified needs
- On visits to nursery we find out if a child has had any involvement with outside agencies or if the parents/carers have any concerns. - We observe children in class and at different times of the day such as at playtime or lunchtime. - Children will have a hearing test in Reception. - Contact with parents/carers if we feel there is a problem and ask them to take their child for a hearing test.	- Children will sit closer to the teacher particularly during lesson introductions. - Ensure the child is looking at you before talking to them or say their name before talking to them. - We are aware of the impact background noise can have on a child's hearing in different situations. - Teacher assistant support may be necessary in order for the child to have instructions repeated. - Written instructions as and when appropriate in order to develop independence.	- Follow guidance from hearing impairment services. - Some staff members have been trained in Makaton.

Visually impaired

How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for
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		those with identified needs
- On visits to nursery we find out if a child has had any involvement with outside agencies or if the parents/carers have any concerns. - We observe children in class and at different times of the day such as at playtime or lunchtime. - Children will have a sight test in Reception. - Contact with parents/carers if we feel there is a problem and ask them to take their child for an eye test. - Refer child to sensory inclusion if appropriate.	- Ensure children who need glasses are wearing them as and when they should be. - Ensure that children are sitting in an appropriate place in the classroom. - If suggested by outside agencies provide work in a suitable style, colour, print etc.	- Gain advice from outside agencies. - Adapt the learning environment where necessary.
Physical difficulties		
How we identify needs, assess and review progress	How we adapt teaching to ensure access to the curriculum	How we provide support and intervention for those with identified needs
- On visits to nursery we find out if a child has had any involvement with outside agencies or if the parents/carers have any concerns. - We observe children in class and at different times of the day such as at playtime or lunchtime. - We look at the progress the child is making against the EYFS development matters stages of development or the national curriculum. - Liaise with any outside agency already involved with the child i.e. paediatrician.	- Provide suitable equipment for the children on the advice of outside agencies. - Ensure that the learning environment is suitable for the child i.e. free from clutter. - Ensure that tables and chairs are the correct size for the child. - Provide the chance to take part in regular PE sessions with appropriately differentiated activities. - In EYFS and KS1 there is the opportunity for weekly Woodland School sessions which encourage the development of a range of physical skills. - Activities such as Cool Kids in order to develop skills.	- Referral to relevant outside agencies such as Occupational Therapy. - Staff trained in delivering the 'Cool Kids' programme. - Teaching assistant support as and when necessary.

Medical Conditions

The Children and Families Act 2014 places a duty on maintained schools and academies to make arrangements to support pupils with medical conditions. Individual healthcare plans will normally specify the type and level of support required to meet the medical needs of such pupils. Where children and young people also have SEND, their provision is planned and delivered in a co-ordinated way and where necessary with an Education Healthcare Plan (EHCP).

Children in Hospital

When children are in hospital or have long periods at home due to medical needs the school will liaise with other agencies and professionals, as well as parents/carers, to ensure good communication and effective sharing of information. This will enable optimum opportunities for educational progress and achievement.

This SEN Information Report should be read alongside the school's SEND Policy, which is available on the school website. Both documents are updated annually to ensure consistency and compliance.

General Information

How we involve parents and carers in the assessment and review process

- Parents and carers are notified if there are any concerns through a meeting with their child's class teacher and, in some cases, the SENCO.
- We talk through the steps that we would like to take.
- If deemed necessary, we gain permission to refer a child to a relevant outside agency.
- Parents/carers are notified of academic progress.
- The opinions of parents/carers are taken into account.
- Parents/carers are involved with the development of any paperwork and the review process.
- Reports from outside agencies are shared and discussed with parents/carers.
- Resources and approaches that could be used at home are shared with parents/carers.
- When a child is in care, the carers are accorded the same rights and responsibilities as parents.

How we involve pupils with Special Educational Needs and Disabilities in the assessment and review process

- Children play an important part when it comes to writing their child friendly one-page profile and other relevant paperwork.
- Children are involved with the review process of their child friendly one-page profile as well as other relevant paperwork.
- SMART targets are shared with the children and children know if/when they have achieved their targets.

How we assess and evaluate the effectiveness of our SEND provision and how we involve parents/carers and pupils in this process.

- The progress pupils are making provides evidence of the effectiveness of SEND provision.
- Targets for children are SMART (Specific, Measurable, Achievable, Relevant, Timely) parents/carers are involved in the setting of and reviewing of these targets.
- Learning walks by the Head Teacher, SEND Governor and SENCO.
- Monitoring visits.
- Feedback from outside agencies.
- Interventions are monitored and the impact they are having is monitored.
- Every child with SEND has their own provision map.
- Pupils and parents are consulted on various aspects.
- Regular additional meetings with parents/carers of children on the SEND register.
- Lesson observations.
- Children are closely monitored and involved in order to ensure that they are happy.
- When a child is in care, the carers are accorded the same rights and responsibilities as parents.

How we ensure access for all of our pupils

Please see:

- Equality Policy
- Accessibility Plan
- SEND Policy

What activities are available to our pupils with Special Educational Needs and Disabilities

- Cool Kids
- Emotional Support
- Drawing and Talking therapy
- Clubs including Gymnastics, Cricket Club and Choir.
- Residential visits in Year 5 and Year 6.
- School Council

What support is available for pupils with Special Educational Needs and Disabilities

- Support from highly trained and supportive staff.
- Access to a broad and balanced curriculum which is tailored to suit individual needs.
- Pupils are referred to appropriate outside agencies as and when it is deemed necessary.
- Pupils are involved with writing their child friendly one-page profile and setting relevant targets.
- Pupils have access to relevant equipment and resources as and when necessary.
- Schools ensure that families are involved in the process and that they are supported appropriately including signposting them to relevant outside agencies.
- Alveley works hard to provide a caring and supportive environment where children's achievements and contributions are highly valued.

What training have our teachers and other staff had to enable them to support pupils with Special Educational Needs and Disabilities effectively?

- SENCO working towards achieving the National Professional Qualification in Special Educational Needs Co-ordination (due to complete in October 2026).
- SENCO attends termly network meetings and any other relevant courses which will help to keep school up to date with current practice.
- Autism awareness training.
- Specially trained SEND Support Teaching Assistants.
- 'Solihull Approach to Parenting' support programme.
- Intervention programme for development of organisational and motor skills; Cool kids.
- Intervention programme for basic skills development in numeracy.
- Intervention programme for catch-up phonics and basic skills development for reading and writing.
- Training and feedback from the LSAT.
- Training and feedback from the Educational Psychology Service Advice.
- Training and feedback from Woodlands Outreach support (Autism Spectrum Disorder & Behaviour).
- No Worries training.
- E safety.
- Early help training.
- Advice from sensory inclusion services.
- Visits and supports from outside agencies such as SALT, OT, LSAT, EP, MAPA
- Teachers and teaching assistants work alongside outside agencies and carry out follow up work based on what they have been shown by the specific agency.

How we obtain the services, provision and equipment required by our pupils with Special Educational Needs and Disabilities

We refer children to the following services:

- LSAT
- Woodlands outreach service- learning behaviour and ASD
- Educational psychologist
- Sensory inclusion
- Education welfare officer
- Speech and language therapy services
- Occupational therapist
- Bee-U (previously CAMHS)
- TMBSS (Tuition, Medical and Behaviour Support Service)

Following a referral we act on advice provided by the outside agency

How we support the emotional and social development of our pupils with Special Educational Needs and Disabilities

We recognise that some children have extra emotional and social needs that need to be developed and nurtured. These needs can manifest themselves in a number of ways, including behavioural difficulties, anxiousness, and being uncommunicative. All classes teach lessons based on the PSHE (Personal, Social, Health and Economic education) curriculum to support this development. However, for those children who find aspects of this difficult we offer things such as.

- 1:1 work with out specially trained Drawing and Talking Assistants.
- Nurture groups.

- Lunchtime and playtime support through planned activities and groups.
- Liaise with the school nurse for support and advice for children and families.
- Supporting children in lessons as and when necessary.
- Have an inclusive and supportive atmosphere which values children and celebrates all kind of achievement.
- See the anti-bullying policy for more information.

Frequently Asked Questions

What is SEND Support?

This means your child has been identified by the class teacher as needing some extra specialist support in school from an outside professional. We work closely with Local Authority central services such as the Educational Psychology, Occupational Therapy or Sensory Service (for students with a hearing or visual need) and Outside agencies such as the Speech and Language therapy (SALT) Service. Learning Support Advisory Teachers (LSAT) or Autism Spectrum Disorder (ASD) Specialist Outreach Team (e.g. Woodlands Outreach). We arrange times for Parents/ Carers to discuss findings with the professional involved and are always willing to meet to discuss recommendations in detail. Reports from the relevant personnel are used to shape individual programmes for the pupils who may need further classroom adjustments and 1:1 tuition to meet their needs. Children at all stages in their school career are encouraged to contribute their own thoughts about what works well for them and what support helps them to progress. They are encouraged to help to set their own targets. We use pupil profiles for children with SEND status to ensure that everyone working with the child has as fully rounded a picture of the child as possible. These will also identify the steps needed to make progress and the strategies and personnel involved.

What is an EHCP?

An Education Health Care Plan (EHCP) has replaced the Statement of Special Educational needs. This is for children with severe learning needs or medical needs (including mental health). Assessment criteria is available on the Shropshire Send Local offer website. Any child with learning needs will typically be approximately 2 years behind his or her peers. An EHCP is determined by a panel of experts and once determined specifies the desired outcomes of the plan and the hours allocated to help the child reach their targets.

What is the graduated support pathway (GSP)?

The graduated support pathway funding provides schools with the opportunity to explore different ways to best support your child. This top up funding is meant for short term interventions and support and will be reviewed at least yearly. This can sometimes come before an EHCP application or be used instead of an EHCP.

What is the graduated response?

Once it has been decided that your child has SEN, a four step process should begin consisting of assess, plan, do and review. This is known as the graduated response.

How is the support my child is receiving funded?

Funding for SEND in mainstream schools is mainly delegated to the schools' budget. It is the expectation that schools provide support to their pupils with SEND from their SEND budget. Where a pupil requires an exceptionally high level of support that incurs a greater expense, the school can make a request for top up funding such as through the 'Graduated Support Pathway' or by applying for an EHCP. The school will need to be able to demonstrate how it has spent the funding to date and the impact of this as well as demonstrating why further additional funding is required and how it would be used. This additional 'top-up' funding is then paid into the school's budget.

What is Early Help?

Occasionally either at parental or school request we may request an Early Help Assessment for your child. Early Help is designed to meet the needs of young people from birth to 25 with social, emotional, mental and health needs and allows co-operation between support agencies including Social services, Medical professionals including Mental health workers and Educational professionals (School). This may mean that a different agency than school takes the lead in supporting your family and school to achieve the best outcomes for your child.

What support do we have for you as a parent/carers of a child with SEND?

The class teacher is regularly available 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 SENCo/ Head is available to meet with you to discuss your child's progress or any concerns/worries you may

have. The SENCO is available to meet with you to discuss any concerns over specific support for your child. All information from outside professionals will be discussed with you with the person involved directly, or where this is not possible, in a report. Documents such as pupil profiles, pupil centred plans, individual provision maps and assess, plan, do, reviews will be reviewed with your involvement each term. Homework will be adjusted as needed in order to meet your child's individual needs. A home/school contact book may be used to support communication with you, when this has been agreed to be useful for you and your child. Additional support and advice is also available from Shropshire Information and Support Service (IASS).

How is Alveley Primary School accessible to children with SEND?

The whole building is accessible to children with physical disability via ramps on the main doors. There are toilets suitable for disabled users. We ensure that equipment used is accessible to all children regardless of their needs. After school provision is accessible to all children including those with SEND. Extra-curricular activities are accessible for children with SEND.

How are the staff in school helped to work with children with SEND?

The school has a training plan for all staff to improve the teaching and learning of children including those with SEND. This has included whole school training on SEND issues such as Autism Spectrum Disorder and Attachment disorder, specific difficulties (Dyslexia) and Speech and language difficulties. Individual teachers and support staff attend training courses run by outside agencies that are relevant to more specific needs.

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 and will ensure that your child's needs are met. Specially trained support staff can adapt the teachers planning to support the needs of your child where necessary. 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.

How will the progress of your child be measured in school?

Your child's progress is continually monitored on the school tracking system. His/her progress is reviewed formally against the National Curriculum every term. At the end of each key stage (i.e. at the end of year 2 and year 6) all children are required to be formally assessed using Standard Assessment Tests (SATs). For any children working below the expected standard there are both the engagement model and the pre key stage standards. This means no matter what level your child is working at we can carefully measure their progress and tailor lessons to their needs. Children on the Special Education Needs and Disabilities Register will have an individual Pupil Profile, pupil centred plan, provision map and an assess, plan, do, review form which will be reviewed with your involvement every term and the plan for the next term made. The progress of children with an EHCP Plan is reviewed at an Annual Review with all adults involved with the child's education. The Head/SENCo will also check that your child is making good progress within any individual work and in any group that they take part in through learning walks, book trawls and observations etc.

How is information stored?

Pupil SEND records will be kept in accordance to the DfE guidance contained in "Statutory Policies for schools" (February 2014)

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/284301/statutory_schools_policies.pdf

GDPR guidance will be followed.

Who do I contact if I have a concern, compliment, or complaint about our provision?

Mr. O'Malley - Executive Head Teacher
Mrs. Lowe - Assistant Head Teacher
Mrs. Dyche - SENCo
Mr. Geoff Baker - SEND Governor

Contact-01746 780284

Email admin@alveleyprimary.co.uk

Appendix 1: Key Acronyms for Parents/ carers

ASC/ASD	Autistic Spectrum Condition/Disorder
ADD/ADHD	Attention Deficit/ and Hyperactivity Disorder
BESD	Behavioural, Emotional and Social Difficulties
CAMHS	Child and Adolescent Mental Health Service (Now called Bee-U)
CAF	Common Assessment Framework
CPD	Continuous Professional Development
EP	Educational Psychologist
EHC	Education, Health and Care (assessment / plan)
EWO	Education Welfare Officer
EHAF	Early Help Assessment Framework
GLD	General Learning Difficulties
HI	Hearing Impairment
HLTA	Higher Level Teaching Assistant
HV	Health Visitor
IBP	Individual Behaviour Plan
IDP	Inclusion Development Programme (SEN training materials)
IEP	Individual Education Plan
LA	Local Authority
LSA	Learning Support Assistant
MLD	Moderate Learning Difficulties
MSI	Multi-Sensory Impairment
NC	National Curriculum
OT	Occupational Therapy
PD	Physical Disability
PMLD	Profound and Multiple Learning Difficulties
PYPPS	Parent and Young People Partnership Service
SCIP	Social Care in Partnership worker
SEAL	Social Emotional Aspects of Learning
SEND	Special Educational Needs and Disabilities
SENAS	Special Educational Needs Advisory Service
SENCo	Special Educational Needs and Disabilities Co-ordinator
SLCN	Speech, Language and Communication Needs
SLT/SALT	Speech and Language Therapist
SpLD	Specific Learning Difficulties (e.g. Dyslexia, Dyscalculia)

SLD	Severe Learning Difficulties
TA	Teaching Assistant
VI	Visual Impairment
YOS	Youth Offending Service

Graduated approach - where a pupil is identified as having SEND, schools should take action to remove barriers to learning and put effective special educational provision in place. This SEN support should take the form of a four-part cycle (assess, plan, do review) through which earlier decisions and actions are revisited, refined and revised, with a growing understanding of the pupil's needs and of what supports the pupil in making good progress and securing good outcomes. Reasonable adaptations will be made to the curriculum and learning environment where necessary and feasible to do so. As with all pupils, pupils with SEND will be challenged, and push out of their comfort zones. A close understanding of each individual child is central to ensuring that this is managed effectively for all pupils.

Graduated Support Pathway. Potential funding available for those children who are between SEND support and EHCP level.

Key Stages - there are five key stages of education:

- Early Years Foundation Stage: birth - five years old (end of the Reception year)
- Key Stage 1: years 1-2 / ages 5-7
- Key Stage 2: years 3-6 / ages 7-11
- Key Stage 3: years 7-9 / ages 11-14
- Key Stage 4: years 10-11 / ages 14-16

Multi-disciplinary assessment - involving professionals from a range of disciplines (education, social care and health).

Pupil referral unit - provides education for excluded pupils or others who may be out of school for a variety of reasons.

Special school - a school which is specially organised to make special educational provision for pupils with special educational needs and statements whose needs cannot be met in a mainstream school.

Special Educational Needs and Disability Tribunal (SEND) - an independent body within the Tribunal Service that hears appeals by parents against LA decisions on assessments and EHCPs.