

# Churchdown School Academy



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## SEND Local Offer

**2017 - 2018**

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**SEND Local Offer – providing information requested under the code of practice and by parents.**

Name of school: Churchdown School

1	<p><b>How does our school know/identify that children have special educational needs (SEN)?</b></p> <p>Primary school information and KS2 data          Concerns raised by parent, child, staff, external agencies          Screening testing e.g. LASS, reading and spelling standardised testing          Additional assessment by specialist teacher or external agency e.g. educational psychologist, speech and language therapist, paediatrician</p>
2	<p><b>What are the first steps our school will take if special educational needs are identified?</b></p> <p>Analysis of data and known information          Gathering of additional evidence e.g. from subject teachers, tutor, year head          Discussion with parent and/or student as appropriate</p>
3	<p><b>What should parents/carers do if they think their child has SEN? How can they raise concerns?</b></p> <p>Contact the school SENCo – Ms Juliet A Seales – 01452 713340 or <a href="mailto:jas@churchdownschool.com">jas@churchdownschool.com</a>          Speak to your child’s tutor or Year Head</p>
4	<p><b>How will our school include parents and students in planning support?</b></p> <p>Communication can take place by email or telephone. A meeting can be arranged if more extensive discussion is required to plan and review.          Support can be discussed with the SENCo at your child's parents' evenings.          Churchdown School values the views of the individual student and their parents. Learning Support staff are encouraging and pro-active in listening to the student. They continually strive to understand their individual learning needs and what works best for them.</p>
5	<p><b>How will our school teach and support children with SEN?</b></p> <p>Staff strive to meet the needs of every student in mainstream classrooms to enable them to reach their full potential. A range of additional provision and intervention strategies are available to students requiring a more individualised approach to support them in their development and learning. This may include support in the classroom from an LSA, small group teaching, one to one mentoring, access to additional resources and so on.</p>
6	<p><b>Who will be working with your child?</b></p> <p>Teachers, Learning Support Assistants, external agencies, other students and volunteers will or may be working with your child.</p>
7	<p><b>How does our school ensure that the information about a child’s SEN or EHC plan is shared and understood by teachers and all relevant staff who come into contact with that child?</b></p> <p>A one page “SEN passport” outlining individual needs and strategies is produced for all</p>

	<p>students with SEN. This is shared with staff on the school's secure intranet. SEND information for school staff is regularly updated by the SENCo and staff are reminded at least termly to check and re-check the information there.</p> <p>The SENCo addresses the whole staff fortnightly at “pastoral briefing” highlighting any matters arising or significant changes.</p> <p>New staff to the school meet with the SENCo individually and are shown the information systems in place.</p>				
8	<p><b>What role will the child’s teacher play?</b></p> <p>Your child’s teachers will access the SEN passports on the intranet and liaise with the SENCo if they have concerns or need additional advice. They will strive to meet the needs of students with SEND in their classrooms through appropriate challenge, support and differentiation. They will work collaboratively with any supporting LSAs in their classrooms.</p>				
9	<p><b>What expertise does our school and our staff have in relation to SEN?</b></p> <p>All school staff have an awareness of SEN D and some have more specialist expertise. The effective teaching and learning of students of all abilities in the mainstream classroom is a continuous theme in whole staff development.</p> <p>The Learning Support Department offers a wide range of expertise. Please see attached document – “<a href="#">LS staffing structure</a>” for more detail.</p>				
10	<p><b>Which other services do we use to provide for and support our pupils/students?</b></p> <p>Our regular visiting services include educational psychology, school nurse, youth support team, Teens in Crisis and the advisory teaching service. We employ our own school counsellor and specialist literacy teacher.</p>				
11	<p><b>How does our school provide support to improve the emotional and social developments of our SEN pupils/students?</b></p> <p>The Learning Support Team is fully integrated into the whole school pastoral system. The SENCo liaises regularly with the Year Heads in order to meet the social and emotional needs of students. Different levels of pastoral mentoring and counselling is available for individuals, as well as various social skills and emotional well-being groups run by the the LS Department.</p>				
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12	<p><b>What access do our SEN pupils/students have to facilities and extra-curricular activities available to all children?</b></p> <p>All clubs at Churchdown have an inclusive ethos and SEN students are actively encouraged to participate and get involved according to their interests, skills and aspirations. Learning Support also run some clubs specifically designed to build the confidence and opportunities for students with SEN. These include:</p>				

	<ul style="list-style-type: none"> <li>• Club Active</li> <li>• Dance clubs</li> <li>• Break and lunchtime clubs – social focus</li> <li>• Homework club</li> <li>• Pet club, craft club and sewing club</li> <li>• Breakfast club</li> <li>• Bikes</li> </ul>
13	<p><b>Who will be talking to and keeping in touch with the parent/carer? (working together towards outcomes, reviewing arrangements; including looked after children)</b></p> <p>SENCo and key worker when student has an EHCP  Designated teacher for LAC if relevant (Ms Josie Hilton)  Tutor, Year Head  Relevant staff/external agencies – as required</p>
14	<p><b>How will our school involve young people with SEN in their education?</b></p> <p>Individual student views will always be treated seriously and considered at the heart of decisions made regarding needs and provision. Students with statements or EHCPs will be at the centre of any reviews. Their views will always be gathered and represented fairly. Students may also discuss any concerns that they have directly with the SENCO.</p>
15	<p><b>How do we assess and evaluate the provision we have arranged for your child?</b></p> <p>Individual Student Monitoring and reporting system, parents evenings, Annual Reviews, Termly review of intervention groups, regular meetings with key LSAs, subject teachers and Year Heads.</p>
16	<p><b>Where can you find our SEN policy?</b></p> <p>In the <a href="#">School Policies</a> section</p>
17	<p><b>What role do the governors have? What does our SEN governor do?</b></p> <p>Governors have an overview of provision, value for money and policy. They meet and visit regularly. Our SEN governor is Mr Matt Long. He visits the school and Support Department regularly to ensure that all is in place and working effectively for students with SEN D. Mrs Marie Walker is governor for LAC. She liaises with designated teacher for LAC, Ms Josie Hilton.</p>
18	<p><b>What can you do if you are not happy?</b></p> <p>In the first instance, please discuss any concerns you have with your child's tutor, Year Head or the SENCo. If unresolved, please speak to a member of the school's leadership team or governors.</p> <p>The school's complaints procedure is outlined in the <a href="#">Policies</a> section</p>
19	<p><b>How can parents/carers arrange a visit to our school? What is involved?</b></p> <p>Every day is open day at Churchdown! Please call the school to make an appointment if you</p>

	would like to arrange a visit. If your child has a statement/EHCP or specific SEND, please ask for the SENCo, who will be happy to discuss your child's needs over the phone and show you around if required.
20	<b>Who can you contact for more information?</b> Parent Partnership Service, <a href="#">IPSEA</a> , Local Authority
21	<b>When was the above information updated?</b> October 2017