

# Lingfield Education Trust

## Corporation Road Community Primary School

### Special Educational Needs Information Report

#### 1. About this report

The Children and Families Act 2014 says that all schools and academies must publish a Special Educational Needs (SEN) Information Report every year. This report explains how our school meets the needs of children with SEN. It will be published on the school website and as part of Darlington Council's 'local offer'.

In the report, we explain how we meet our duties towards pupils with special educational needs and disabilities, including those in our nursery. This report complements the Lingfield Education Trust's Special Educational Needs and Disabilities Policy.

We will keep this report up to date. The school's Local Governing Body will also review this report every year, and will involve pupils and parents/carers. If you want to give us feedback about the report, please contact the school office.

#### 2. Who do I contact about my child's special educational needs?

Your first point of contact at the school is the child's class teacher.

The Special Educational Needs Coordinator (SENCO) is responsible for managing and co-ordinating the support for children with special educational needs, including those who have Education, Health and Care (EHC) plans. The SENCO also provides professional guidance to school staff and work closely with parents/carers and other services that provide for children at Corporation Road Community Primary School.

The key contacts at our school are:

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SENCO	Mrs Sayer
Interim Advisory Board ( School Governing Body )	Mr J Steele
Designated Safeguarding Lead Deputy Safeguarding Lead	Mrs Pringleton Mrs Sayer
Designated Person for Looked After Children	Mrs Pringleton, Mrs Sayer

Contact details:  
School office 01325 244940

### **3. Which children does Corporation Road Community primary School provide for?**

We are a primary school and we admit pupils aged 4 to 11 years, and from age 3 in our nursery.

We are an inclusive school. This means we provide for children with all types of special educational needs. The areas of need that are described in the SEND Code of Practice are:

- **Communication and interaction** – this includes children and young people with speech, language and communication needs (SLCN) and those with an Autism Spectrum Disorder (ASD) including Asperger’s Syndrome.
- **Cognition and learning** – this includes children and young people with moderate learning difficulties (MLD), severe learning difficulties (SLD) and profound and multiple learning difficulties (PMLD). This also includes children and young people with specific learning difficulties (SpLD) such as dyslexia, dyscalculia and dyspraxia.
- **Social, emotional and mental health difficulties** – social, emotional and mental health difficulties may manifest themselves in many ways including becoming withdrawn or isolated, as well as displaying challenging, disruptive or disturbing behaviour. Other children and young people may have disorders such as attention deficit disorder, attention deficit hyperactive disorder or attachment disorder.
- **Sensory and/or physical needs** – this includes children and young people with visual impairment (VI), hearing impairment (HI), multi-sensory impairment (MSI) and physical disability (PD).

Children and young people with any of these needs are included in our school community. Whilst these four categories broadly identify the primary areas of need for children and young people, our school will consider the needs of the whole child or young person and not just their special educational needs.

If you want a place at our school for a child with a statement or Education, Health and Care plan, this can be considered during the annual review process and/or during the admissions process. If you want a place for any other child with special educational needs, you should apply as normal, and your application will be considered in the same way as applications from children without special educational needs. Our Admissions Policy is available on our school and trust website.

#### **4. Summary of how the school meets the needs of children with SEN and disabilities**

The key aim of Lingfield Education Trust and each of its schools is to help all pupils – including those with SEN and disabilities - to achieve their very best and become successful, well-rounded individuals. We believe that all children should have high quality teaching, adjusted to meet their individual needs, in accordance with our statutory duties under the Children and Families Act 2014 and the Equalities Act 2010. Our school regularly assesses all of our pupils, enabling us to determine those who may have special educational needs as early as possible.

Where a child makes less than expected progress, the class teacher in conjunction with the SENCO, assesses whether the child has SEN. Where a pupil is identified as having SEN, the school will plan (in conjunction with the pupil and parent/carer) the child's teaching by identifying the outcomes that are being aimed for, and by identifying and planning the provision needed to meet the outcomes. The resulting SEN support plan will then be implemented, and regularly reviewed, at least three times a year.

This cycle helps everyone to work together to continually improve the support so that the child makes good progress.

If the child is looked after by the local authority they will have a Care Plan including Personal Education Plan (PEP) and Health plan. We will co-ordinate these plans with the SEN support plan and will involve parents and carers as well as foster carers or social workers in discussions.

#### **5. How does the school identify children's special educational needs**

We aim to identify children's special educational needs (SEN) as early as possible, so that they have the best possible outcomes. A pupil has SEN where their learning difficulty or disability calls for special educational provision, namely provision different from or additional to that normally available to pupils of the same age.

Our school will assess each pupil's current skills and level of attainment on entry to the school. We will make regular assessments of progress for all pupils. These will seek to identify pupils making less than expected progress given their age and individual circumstances. This is progress which:

- is significantly slower than that of their peers starting from the same baseline;
- fails to match or better the child's previous rate of progress;
- fails to close the attainment gap between the child and their peers;
- widens the attainment gap.

The first response to less than expected progress will always be high quality teaching targeted at the pupil's area of weakness.

In identifying a child as needing SEN support, the class teacher, working with the SENCO, will carry out a clear analysis of the pupil's needs including the individual's development in comparison to their peers and national data.

Slow progress and low attainment do not necessarily mean that a child has SEN. Equally, attainment in line with chronological age does not necessarily mean that there is no learning difficulty or disability.

Difficulties related solely to limitations in English as an additional language are not SEN. Persistent disruptive or withdrawn behaviours do not necessarily mean that a child or young person has SEN.

We are alert to emerging difficulties and respond early. For some children, SEN can be identified at an early age, however for other children, difficulties become evident only as they develop.

We recognise that parents know their children best and listen and understand when parents express concerns about their child's development. Staff also listen and address any concerns raised by the children and young people themselves. Where it is decided to provide pupils with SEN support, the decision will be recorded in school records and we will formally notify parents. We are required to make data on the level and types of SEN in the school available to the Local Authority. These data, which are collected through the School Census, are also required to produce the national SEN information report.

SEN support will be adapted or replaced depending on how effective it has been in achieving the agreed outcomes.

A school-based SEN support plan is used when, despite the appropriate targeted support, a child or young person continues to make little or no progress or to work at levels considerably below those of their peers. Some of these children are likely to be receiving support from other agencies.

Where, despite taking relevant or purposeful action to identify, assess and meet the SEN of the child or young person, the child or young person has not made expected progress, consideration will be given to requesting an Education, Health and Care assessment. This request can be made by the academy or by parents.

In considering whether an EHC needs assessment is necessary, the Local Authority will consider the evidence of the action already being taken by the school to meet the child or young person's SEN. An EHC needs assessment will not always lead to an EHC plan. The purpose of an EHC plan is to make special educational provision to meet the special educational needs of the child or young person, to secure improved outcomes for them across education, health and social care and, as they get older, prepare them for adulthood. The EHC plan also specifies the arrangements for setting shorter term targets at academy level.

## **6. How does the school teach and support children with SEN?**

In common with all schools in Lingfield Education Trust, we set high expectations for all pupils, whatever their prior attainment. We use assessment to set targets which are deliberately ambitious. We deliver high quality teaching that is differentiated and personalised and meets the individual needs of the majority of children and young people. Some children and young people need educational provision that is additional to or different from this and we use our best endeavours to ensure that such provision is made for those who need it.

Teaching and learning strategies include

- Differentiated curriculum, objectives, activities and teaching approaches
- Clarity for pupils about what they are being asked to do, why they are doing it, how they are supposed to do it and how they will know if they have done well
- Use of supportive techniques such as visual timetables, modelling and demonstration
- Clear instructions and simplified language
- Support with key words and subject terminology
- Access to word processors
- Structured routines and regular reminders of whole-school/class rules
- Reward and sanctions systems that work and take account of pupils' SEND

The quality of teaching for pupils with SEN and their progress is a core part of the Trust's performance management arrangements, and our school's approach to professional development for all teaching and support staff.

We record evidence of pupils' progress, with a focus on outcomes and a rigorous approach to the monitoring and evaluation of any SEN support provided. We will record details of additional or different provision made under SEN support. This forms part of regular discussions with parents about the child's or young person's progress, expected outcomes from the support and planned next steps.

Decisions and actions are revisited, refined and revised with a growing understanding of the pupil's needs and of what supports them in making good progress and securing good outcomes. This is known as the graduated approach.

Clear dates for reviewing progress are agreed and the parent, pupil and teaching staff will be clear about how they will help the pupil reach their expected outcomes. The effectiveness of the support and interventions and their impact on the student/pupil's progress will be reviewed in line with the agreed date.

EHC plans are used to actively monitor children and young people's progress towards their outcomes and longer term aspirations. They must be reviewed as a minimum every 12 months. Reviews will be undertaken in partnership with the child or young person and their parents, and will take account of their views, wishes and feelings. The review will focus on the child's progress towards achieving the outcomes specified in the EHC plan. The review will also consider whether these outcomes and supporting targets remain appropriate. Parents, a school representative, a Local Authority SEN Officer, a health service representative and a Local Authority social care representative will be invited to the review meeting.

Before the meeting we will:

- give notice to all parties at least two weeks before the meeting and seek advice and information about the child;
- send out any advice or information gathered to all those invited at least two weeks before the meeting.

We will prepare and send out a report of the meeting to everyone invited within two weeks of the meeting.

Where a child is looked after by the Local Authority, the academy will endeavour to synchronise EHC plan reviews with social care reviews.

## **7. How will the curriculum and learning environment be matched to my child's/young person's needs?**

All pupils have access to a broad and balanced curriculum which is suitable for all our pupils. We will set high expectations for all pupils.

We adjust the curriculum for each child with SEN to make sure that they can access the subjects at their own level, and make progress. This is called 'differentiation'. Lessons are planned to address potential areas of difficulty and to remove barriers to pupil achievement. We do what is necessary to enable children and young people to develop, learn, participate and achieve the best possible outcomes irrespective of whether that is through reasonable adjustments for a disabled child or special educational provision for a child with SEN.

We will look at the child's level of achievement and see what support they need to make good progress and reach their potential. We will use our Assessment Policy to do this. We will talk with children and parents as part of the SEN support cycle (assess, plan, do, review).

Further information about our academy's curriculum for each year group is available on our website.

## **8. How are parents and carers involved in reviewing children's progress and planning support?**

We are committed to working in partnership with parents and carers. We will:

- Have regard to the views, wishes and feelings of parents;
- Provide parents with the information and support necessary to enable full participation in decision making;
- Support parents in order to facilitate the development of their child to help them achieve the best possible educational and other outcomes, preparing them effectively for adulthood;
- Meet with the parents of children and young people at least three times each year;
- Provide regular reports for parents on their child's progress;
- Involve parents in the regular reviews of SEN support plans and, where applicable, in the annual review of EHC plans.

## **9. How are children involved in reviewing their progress and planning support?**

We are committed to involving children and young people with SEN in decisions about their learning. We will:

- Have regard to the views, wishes and feelings of children and young people;
- Provide children and young people with the information and support necessary to enable full participation in decision making;
- Support children and young people to develop and help them achieve the best possible educational and other outcomes, preparing them effectively for adulthood.

## **10. How will Corporation Road Community Primary School prepare and support my child to transfer to a new school/ secondary school?**

With the right support, the great majority of children and young people with SEN or disabilities can find work, be supported to live independently, and participate in their community. In common with all academies in the Lingfield Education Trust, we encourage these ambitions from the start. Our SEN support includes planning and preparation for the transitions between phases of education, key stages, year groups and preparation for adult life. We will agree with parents and pupils the information to be shared as part of this process. We support children and young people so that they are included in social groups and develop friendships. This is particularly important when children and young people are transferring from one phase of education to another.

If a child or young person has an EHC plan, this will be reviewed and amended in sufficient time prior to moving between key phases of education. The review and any amendments must be completed by 15<sup>th</sup> February in the calendar year of the transfer. For pupils transferring to Secondary school, additional support is specifically tailored to meet individual need. This may include additional supported transitional visits and travel training practice.

## **11. What training do Corporation Road Community Primary School staff have?**

We regularly and carefully review the quality of teaching for all pupils, including those at risk of underachievement. This includes: identifying particular patterns of need in the academy, reviewing, and where necessary improving, teachers' understanding of strategies to identify and support vulnerable students/pupils and their knowledge of the SEN most frequently encountered.

Where interventions are required, we ensure staff have sufficient skills and knowledge to deliver the intervention effectively.

The quality of teaching for pupils with SEND, with the progress made by pupils, is a core part of Corporation Road Community Primary School's performance management arrangements and its approach to professional development for all teaching and support staff.

All staff have received specific training related to SEND.

These have included sessions on:

- Use of Makaton
- Occupational Therapy - handwriting
- Dyslexia awareness
- Raising pupil self - esteem
- Speech and Language Interventions
- Autistic Spectrum Disorder

## **12. How does the school measure how well it teaches and supports children with SEN?**

We regularly and carefully review the quality of teaching for all pupils to make sure no-one under achieves. We look at whether our teaching and programmes of support have made a difference and also their cost effectiveness. We use information systems to monitor the progress and development of all pupils. This helps us to develop the use of interventions that are effective and to remove those that are less so.

- Pupil Progress Meetings are held regularly. This is a meeting where the class teacher meets with members of the Leadership Team to discuss the progress of the pupils in their class. This shared discussion may highlight any potential problems in order for further support to be planned which will be discussed and implemented by the Senco, Senior Leadership Team

## **13. How accessible is the school and how does the academy arrange equipment or facilities children need?**

Lingfield Education Trust's Equality and Diversity Policy and its Equality Objectives are available on the Trust's website, as is its Policy for supporting students and pupils with medical conditions.

Corporation Road Community Primary School's Accessibility Plan is available on the school's website.

## **14. How will my child/young person be included in activities with other children, including school trips?**

We are committed to eliminating discrimination, promoting equality of opportunity and fostering good relationships. Through careful planning and reasonable adjustments, pupils with SEN engage in the activities of the academy together with those who do not have SEN, and are encouraged to participate fully in the life of the academy and in any wider community activity.

We work with parents and pupils to listen to their views, feelings and wishes to ensure pupils with SEN engage fully in the life of the school and in any wider community activity.

## **15. What support will there be for my child's/young person's overall well-being, and their emotional, mental and social development?**

We support the emotional, mental and social development of children and young people with SEN and disabilities by providing extra pastoral support arrangements for listening to their views and implementing measures to prevent bullying. We make provision for pupils' spiritual, moral, social and cultural development.

Our school works with other services to support children, such as the Education Psychology Service, Speech and Language Service and the Child and Adolescent Mental Health Services (CAHMS).

The school offers a wide variety of pastoral support for pupils who are encountering emotional difficulties.

These include:

- Members of staff such as the class teacher, teaching assistants, SENCO and Senior Leadership Team being readily available for pupils who wish to discuss issues and concerns. Where appropriate, mediation sessions are carried out.
- Daily Mindfulness sessions for each class  
Daily Circle Time
- Pupils who find lunchtimes a struggle are able to access the Lunchtime Sport coaches sessions run by an experienced coaches, games and activities are made available to help provide the pupils with social skills to enable them to form friendships. However, for poor behaviour during break or lunchtimes children will be withdrawn from these times and spend that time in detention to reflect on their choices (see Corporation Road School Behaviour Policy).
- The school has also invested in a primary mental health worker who offers advice, support, interventions for pupils, families and staff and daily circle time for each class.

### **Pupils with medical needs**

- If a pupil has a medical need then a detailed Care Plan is compiled by Mrs Stott in consultation with parents/carers. These are discussed with all staff involved with the pupil.
- A high number of our staff receive basic first aid training, in addition to those that have full paediatric first aid training.
- Where necessary and in agreement with parents/carers medicines are administered in school but only where a signed medication agreement (in line with the medication policy) is in place to ensure the safety of both child and staff member.

### **16. What specialist services does Corporation Road Community Primary School use to support children and their families?**

As part of the cycle of SEN support (assess, plan, do, review) we will consider whether we need to involve other services to make sure the child's specific needs are met. Parents are always involved in any decision to involve specialists.

We will always involve a specialist where a child or young person makes little or no progress over a sustained period or where they continue to work at levels substantially below those of pupils at a similar age despite evidence-based SEN support delivered by appropriately trained staff. The academy may involve specialists at any point to advise on early identification of SEN and effective support and interventions. Corporation Road School has invested in a speech and language therapist who comes into school weekly, supports individual identified pupils and offers training and guidance to support staff who deliver intervention programmes.

We work with parents and agencies , to consider a range of evidence-based and effective teaching approaches, appropriate equipment, strategies and interventions to support the child's or young person's progress. Together, the parties agree the needs of the child or young person, responsibilities and the outcomes to be achieved through the support, including a date by which it is reviewed. Records of involvement of specialists are kept and shared with parents and teaching staff.

Where a child is looked after by a Local Authority, we will work closely with the other relevant professionals involved in the child's or young person's life as a consequence of being looked after.

We work closely with the Local Authority and other providers to agree the range of local services and clear arrangements for making appropriate requests. Some services may be commissioned directly.

Further information about the Local Offer can be found on the Darlington's People's Information Point which is an online directory: <http://darlington.fsd.org.uk>

### **17. Where can I get information, advice and support?**

The 'Local offer' is available here: tel 01325 406222 ( option 4) email [senqueries@darlington.gov.uk](mailto:senqueries@darlington.gov.uk) Impartial advice and help for children and young people with special educational needs and disabilities and their parents and carers is available here: tel 01325 405891; email [pfis@darlington.gov.uk](mailto:pfis@darlington.gov.uk)

The contact information for the academy is provided in section 2 above.

### **18. What do I do if I am not happy or if I want to complain?**

If there are any disagreements with parents about SEN support for their child, we will work with them to try to resolve these. If parents have a complaint they can use the Trust's Complaints Policy and Procedure.

### **19. Other relevant policies**

Other policies that include information that may be important for pupils with SEND are:

#### **Trust policies:**

- Data protection
- Complaints Policy
- Equality and Diversity Policy
- Supporting Pupils with Medical Conditions Policy
- Safeguarding and Child Protection Policy
- Special Educational Needs and Disabilities Policy
- Admissions Policy

#### **School-specific policies:**

- Behaviour Policy
- Anti-Bullying Policy
- Manual Handling Policy
- Intimate Care Policy
- Teaching and Learning Policy

## **GLOSSARY OF TERMS**

ASD	Autistic Spectrum Disorder
EHCP	Education , Health and Care Plan
LAC	Looked After Child
MLD	Moderate Learning Difficulties
PEP	Personal Education Plan
SEN	Special Educational Needs
SEND	Special Educational Needs and Disability
SLCN	Speech Language and Communication Needs
SLD	Severe and Profound Learning Difficulties
SpLD	Specific Learning Difficulties
PMLD	Profound and Multiple Learning Difficulties

**Updated: March 2018**

**To be reviewed annually**

**Next review: March 2019**