

St Mark's Catholic Primary School

SEN Information Report

Children and Families Bill 2013

The Children and Families Bill underpins wider reforms to ensure all children and young people can succeed, no matter what their background. The Bill will reform the systems for adoption, looked after children, family justice and special educational needs.

The Government is transforming the system for children and young people with special educational needs (SEN), including those who are disabled, so that services consistently support the best outcomes for them.

A child or young person has a learning difficulty or disability if he or she:

- has a significantly greater difficulty in learning than the majority of others of the same age, or
- has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.

Part of the SEN reform programme Local Authorities must publish their Local Offer, providing a comprehensive, transparent and accessible picture of the range of services available. Local partners, including schools are required to co-operate with the Local Authority in the development and review of their Local Offer.

All Knowsley maintained schools have a similar approach to meeting the needs of pupils with special educational needs and are supported by the Local Authority to ensure that all pupils, regardless of their specific needs, make the best possible progress in school.

This document outlines our School Offer and the SEN Information required as stated in the SEN Code of Practice.

ASC	Autistic Spectrum Condition
CAMHS	Child and Adolescent Mental Health Service
EP	Educational Psychologist
IEP	Individual Education Plan
LM	Learning Mentor- supports children with social/emotional/behavioural needs.
QFT	Quality First Teaching – an excellent standard of teaching, enabling all pupils to make progress.
SSEN	Statement of Special Educational Needs
SA	School Action
SA+	School Action Plus
SALT	Speech and Language Therapy/Therapist
SEND	Special Educational Needs and Disability
SEN Code of Practice	The legal document, which sets out the requirements for educating children with special educational needs.
SENCO	Special Educational Needs Co-ordinator- organises and monitors provision for children with special educational needs.

We have set out our School Offer / SEN Information Report through a series of questions through which you can get more information. You may also wish to refer to our SEN Policy, which is also available on our website, for further information.

1. How does school know if my child needs extra help?

As part of our cycle of learning and teaching, regular assessment opportunities are used within each lesson to determine progress, achievement and next steps for all children. As a result of this, teachers are able to identify children who:

- are making limited progress
- are finding aspects of class work or school life difficult
- are showing a change in the behaviour, progress or attainment.

School will also know a child needs extra help through an open dialogue between the child, home and school.

2. How can I let the setting know that I am concerned about any area of my child’s development?

Your child’s class teacher is the initial point of contact for all concerns about your child’s development, progress and attainment. Class teachers are usually available at the beginning and end of the school day or an appointment can be made via the school office. Specific concerns in relation to SEND should be directed to Miss McMurchie, SENCO.

3. How will teaching be matched to my child's needs?

Quality first inclusive teaching is differentiated to meet the needs of children in the class. Lessons should be both accessible to ensure children experience some success but also challenging to ensure they stretch their ability. The class teacher and teaching assistant will also support groups of children or individual children during lessons.

Sometimes children will require specific support in certain areas of the curriculum, for example: phonics. In this instance children will be placed in small groups, with children of similar needs, and will participate in an intervention led by a teacher or teaching assistant. Interventions can vary in duration and frequency and are regularly reviewed and evaluated.

School also has access to a Specialist Support Teacher and a number of external agencies to support learning and assessment of needs for children with SEND. These are accessed on a needs-led basis. When children have identified SEND they will have an Individual Education Plan (IEP) with specific targets for the child. These targets are set in collaboration with children and regularly shared with parents/carers. In the Foundation Stage, IEPs are known as Play Plans and are used in a similar way.

4. How will I be informed of my child's progress?

At St Mark's we operate an open door policy where parents/carers are able to speak to staff informally at the beginning and end of the school day. We also have an open evening each term to discuss progress and achievement with your child's class teacher. This is an opportunity to look at work produced by your child. For children in Years 2-6 their Assertive Mentoring files will also be available at open evening.

For children who receive SEN support, an IEP or Play Plan will have been created. The targets and progress will be shared with parents/carers on a termly basis.

If a child has a Statement of Special Educational Needs (Education Health and Care plan) an annual review will be held with parents and all professionals involved with the child in addition to the usual open evenings and meetings.

Parents/carers will also receive an annual written report in the Summer term.

5. What support do you have for me as a parent to support my child?

You child's class teacher may be able to suggest ways of supporting your child at home. If you have specific questions then Miss McMurchie (SENCO) or Mrs Sellers (Learning Mentor) may also be able to provide ideas or be able to signpost you to relevant agencies.

Vicky Powell, our Parent Mentor, regularly holds workshops in school for parents/carers to work alongside their children on a variety of activities. Leaflets will be sent home with your child prior to these events.

For parents/carers of children with particular needs there are some support groups in Knowsley, such as the ASC Parent Support Group. Miss McMurchie or Mrs Sellers will be able to inform parents/carers of appropriate groups.

6. What support will there be for my child's overall wellbeing?

School offers a wide range of pastoral support for all children. Mrs Sellers (Learning Mentor) works individually with children and with small groups on a variety of aspects of overall wellbeing, including self-esteem and confidence.

Pupil voice is an important tool for ensuring overall wellbeing. We use a variety of sources for collating pupil voice, from our School Council, weekly circle time, PASS (Pupil Attitudes to Self and School) Survey, pupil interviews and questionnaires.

St Mark's implement a whole school behaviour policy which is used consistently in classes. This consistency ensures children clearly know what is expected of them. Mrs Sellers (Learning Mentor) is able to offer more focussed behaviour support, where necessary.

If a child has medical needs a Health Care Plan will be written by Miss McMurchie in collaboration with the parent/carer and appropriate school staff. This will detail any medical needs, medications and what to do in an emergency.

Attendance is rigorously monitored to ensure school can support overall wellbeing. If the school office has not been made aware of a child's absence they will follow the steps outline in the attendance policy which can be found on our website.

7. What specialist service and expertise are available at or accessed by the setting to support my child?

Depending on the needs of individual children school may access the support of the following agencies:

- Speech and Language Therapy
- Occupational Therapy
- Educational Psychology
- ASC (Autism Spectrum Condition) Specialist Teacher
- ADHD (Attention Deficit Hyperactivity Disorder) Specialist Teacher
- Specialist Support Teacher
- Sensory Impaired Service
- CAMHS (Child and Adolescent Mental Health Service)
- Access and Inclusion Team
- SEN Outreach Manager
- Local Authority Sen Officer
- Attendance Support Services
- Social Care
- Children's Centres
- Family First
- Stronger Families
- School Nurse

Miss McMurchie and Mrs Sellers are able to refer to these services if a joint decision has been made with parents/carers about the need to seek specialist advice and support to move a child's learning forward.

St Mark's ensures all staff are able to attend training to develop their skills and expertise as part of their ongoing continuous professional development.

For those children in receipt of pupil premium funding a breakdown of how this is used can be found on the school website.

8. How accessible is your setting and how will my child be included?

St Mark's is wheelchair accessible, with disabled toilet facilities. We are committed to making any reasonable adjustments to include children in school. This is outlined in the accessibility plan. We are happy to discuss individual access arrangements.

Trips are available to all pupils and risk assessments are carried out prior to the trip. If support is required for a child on a trip then arrangements will be made in a timely manner. This may include an extra member of staff to attend or perhaps a parent to accompany a child on a trip.

9. How will the setting prepare my child for transitions on to the next stage of educational and life?

Throughout school life, children undergo a variety of transitions. We understand these times can be daunting for children so we endeavour to make these transitions as smooth as possible.

- Before joining St Mark's there may be home visits or visits to your child's previous setting, facilitating an exchange of information between professionals and parents.
- Movement from class to class: transition meetings take place between class teachers during the summer term when information about the children is passed on, this includes SEND information. Children also get to meet their new class teacher in the final weeks of the summer term for the next academic year. As we are a small school community, children often have contact with all members of staff so tend to find this transition to be a particularly smooth one.
- Leaving St Mark's: before Year 6 move to their secondary school they participate in preparatory transition work with the Learning Mentor and class teacher. Children will visit their secondary school in the summer term. Children in Years 4 and 5 are encouraged to visit the secondary schools for open days to find out more about their choices. If a child leaves mid-year or before they reach Year 6, information will be passed to the new school, including SEND information.

10. How are parents/carers/families involved in the setting?

Parents/carers are encouraged to participate in as many aspects of school life as they wish to. There are three open evenings to discuss progress and attainment during the year. If a child has a Statement of Special Educational Needs/Education, Health and Care plan, there will be an additional Annual Review.

School invites parents to use Ofsted's Parent View website to give their opinions on school and regularly ask for parent views to be given via questionnaires.

St Mark's distributes a weekly newsletter and the website is regularly updated with news and events. The guestbook is also available for parents/carers to share their views.

Friends of St Mark's, our PTA, regularly organise family events and fundraising activities for all to participate in. Families are also invited to celebration events, workshops and other events throughout the year.

11. Who can I contact for further information?

**Mr R Coakley – Headteacher
Miss R McMurchie – SENCO
Mrs C Sellers – Learning Mentor**

**0151 288 8910
stmarks.de@knowsley.gov.uk**

The Local Offer can be found on the Knowsley Council website www.knowsley.gov.uk