

# Holy Trinity catholic School SEND Information 2018

These pages set out information about our provision for children with special educational needs and disabilities (SEND).

## **About our school**

Holy Trinity Primary provides for children with a wide range of special educational needs including those with:

### COMMUNICATION AND INTERACTION NEEDS:

This includes children who have speech language and communication difficulties including autistic spectrum conditions.

### COGNITION and LEARNING needs;

This includes children who have learning difficulties and specific learning difficulties like dyslexia, dyspraxia and dyscalculia.

### SOCIAL, EMOTIONAL and MENTAL HEALTH needs

### SENSORY and/or PHYSICAL needs;

This includes children who have visual or hearing needs, or a physical disability that affects their learning

We are an academy within the Pope Francis MAC. Our special educational needs co-ordinator (SENCo) is Mrs Lorna Buchanan. She can be contacted on: 01608 643487 during the school day and a message may be left with school office staff or via school email: office.3420@holy-trinity.oxon.sch.uk.

**Appointments can be made by emailing or calling the school office.**

Our governor with responsibility for SEN is Pauline Brookes.

## **How do we identify and give extra help to children and young people with SEN?**

The school uses Oxfordshire County Council's guidance 'Identifying and supporting Special Educational Needs in Oxfordshire schools and settings'. The guidance sets out:

- How we identify if a child or young person has a special educational need.
- How we assess children and plan for their special educational needs, and how we adapt our teaching.
- Ways in which we can adapt our school environment to meet each child's needs.
- How we review progress and agree outcomes and involve you and your child in this.

If you wish to read Oxfordshire County Council's guidance 'Identifying and supporting Special Educational Needs in Oxfordshire schools and settings' can be found by copying the web address below into your search engine:

[www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/childreducationandfamilies/educationandlearning/specialeducationalneeds/SEND/CompilationFoundationYearsandPrimary.pdf](http://www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/childreducationandfamilies/educationandlearning/specialeducationalneeds/SEND/CompilationFoundationYearsandPrimary.pdf)

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## **How do we work with parents and children/young people?**

We will always contact parents if we have a concern that a child or young person may have a special educational need. We work closely with children and young people with SEN and their parents to agree outcomes and how we will all work towards these, and then to review progress. We do this by termly meetings Oct, and Feb and July. Alternative arrangements will be explored in cases of extreme difficulty however we encourage children to be involved in meetings with teachers and parents together where possible.

## **Adapting the curriculum**

We offer a broad and balanced curriculum for all children and young people including those with SEN. Details are published on the school website. We take a personalised approach to children's learning using a "next steps" approach. We make use of more specialist intervention programmes including Every child a writer, FFT, 1<sup>st</sup> Class number, to support the development of language skills in younger children and social skills groups where we often use the expertise of our Family Support Worker. All children, including SEN access their own appropriate level of learning in reading and maths partly through ICT programmes alongside small group and whole class teaching and learning. We take advice and share knowledge and expertise with outside agencies.

## **What expertise can we offer?**

Our SENCo is very experienced. She has completed specialist training across the whole spectrum of SEN and attends regular Inclusion Briefings and SENCo conferences. Class Teachers and Teaching Assistants are trained to support the particular needs of the children they work with, receiving regular in-house training alongside sessions with external professionals according to need. We also have access to a range of specialist support services including: Educational Psychology (EP) SENSS, who support children with communication and language, sensory needs and physical needs. Speech and language therapist, joint language and autism advisory teacher, occupational therapist, Child and Adolescent Mental Health Services (CAMHS) Dyslexia Research Trust (DRT) Oxfordshire School Inclusion Team (OXSiT) School's own Family support Worker.

## **Children's Social Care**

Information about these services and what they offer can be found on the Oxfordshire County Council SEN web pages:

<https://fisd.oxfordshire.gov.uk/kb5/oxfordshire/directory/service.page?id=NkKqvQc3KNs>

We always discuss the involvement of specialist SEN services with parents first. We also work with other services and organisations that are involved with a family, with the family's permission. Our Family support Worker helps to liaise closely between external agencies, Head Teacher/ SENCo, Class Teachers and parents to ensure continuity and sharing of information where appropriate.

## **How do we know if SEN provision is effective?**

Children with very specific educational needs have a Pupil Profile which includes an Individual Provision Plan (IPP). This is drawn up together with class teacher, parents and child with input from

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the SENCo and external professionals where appropriate. Children will be working to achieve small steps of progress and successful outcomes. We regularly review progress every two terms, towards agreed outcomes assessing whether the support that's been in place has made a difference and what we need to do next. We evaluate this progress against age related expectations in a 'plan, do, review' cycle. When we run specific intervention programmes for groups of children we assess how successful they have been and use that information to decide on how best to run them in the future.

The progress of all children is tracked throughout the school year by ongoing teacher assessment together with formal testing. School staff use an electronic system "OPT", which is updated up to 6 times a year.

More specific assessment may be used to make pre and post intervention assessments using Salford Reading and Sandwell maths tests.

The governing body evaluate the success of the education that is provided for pupils with SEN (and all children) via termly governor meetings.

## **How are children and young people with SEN helped to access activities outside of the classroom?**

All children and young people are included in activities and trips following individual risk assessments where needed and in accordance with duties under the Equalities Act 2010. We talk to parents and young people when planning trips so that everyone is clear about what will happen. All children are given opportunities to attend lunchtime and after school clubs or join in with representing our school in sports activities. There is information about activities and events for disabled children and those with SEN in Oxfordshire in the Family Information Directory: <https://fisd.oxfordshire.gov.uk/kb5/oxfordshire/directory/home.page>

Oxfordshire's accessibility strategy can be found by copying the web address below into your search engine:

<http://schools.oxfordshire.gov.uk/cms/sites/schools/files/folders/folders/documents/SEN/guidance/SchoolsAccessibilityStrategy.pdf>

## **What do we do to support the wellbeing of children/young people with SEN?**

All children have the opportunity to share their views through their school council representatives. At their own review meetings they are invited to comment on their own progress through their Pupil Profile 'All about me' page. Their next step termly outcomes are also developed and clarified as is the support they think will help them achieve these.

We listen to the views of children by always encouraging honesty and openness. We take bullying very seriously. We help to prevent bullying of children/with SEN, through direct teaching and discussion based on whole School approach using SEAL programme and in class SEAL/PSHE. We deal with very specific personal issues with individuals and their parents/carers through private discussion together. Small social skills groups are set up as and when the need arises. Ongoing individual work is sometimes facilitated with our Family support worker.

## **Joining the school and moving on**

We encourage all new children to visit the school before starting. Prior to joining Reception Class, the Class Teacher visits and liaises with professionals from the feeder nurseries, pre school groups and the SENCO meets the Secondary schools to discuss identified SEN pupils and explore their strengths, areas of specific need and current provision. Individual transition booklets with photographs may be prepared for those children who find change difficult. Additional transition

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visits to new classes or new schools may be organised where appropriate. We begin to prepare the children for transition into the next stage of their education by promoting independence with learning, social confidence and giving them additional responsibility through the school by Year 6. E.g. buddying with younger children, showing new visitors around the school, responsibilities in assemblies and at break and lunchtimes and helping prepare displays. Children are also given opportunities to represent their peers' views through becoming a school councillor or eco warrior.

**Who to contact** If you are concerned about your child talk to the class teacher in the first instance. Further meetings may follow with the SENCo and Headteacher if required. If you would like to feedback, including compliments or complaints about SEN provision, you can either talk or e mail/letter to SENCO/ Headteacher Mrs Lorna Buchanan via [office.3420@holy-trinity.oxon.sch.uk](mailto:office.3420@holy-trinity.oxon.sch.uk)

If you feel issues have not been resolved through discussion you are invited to follow the school's complaints procedure by writing to the Chair of Governors. We aim to respond to formal complaints within 7 days. However, we would usually arrange meetings as soon as issues arise and resolve them quickly with you and your child.

If you'd like impartial advice from SENDIASS Oxfordshire (formerly Parent Partnership) Service contact: <https://www.oxfordshire.gov.uk/cms/public-site/sendiaass-oxfordshire-formerly-parent-partnership>

If you'd like to know more about opportunities for children and young people with SEN and their families, support groups or information about SEN these are listed in the Family Information Directory:

<https://fisd.oxfordshire.gov.uk/kb5/oxfordshire/directory/disabilities.page?disabilitieschannel>

Oxfordshire's Local Offer contains lots of information for parents. Click here to see it:

<https://www.oxfordshire.gov.uk/cms/public-site/special-educational-needs-and-disability-local-offer>

Our school has contributed to the county's Local Offer through attendance at a training workshop and through trialling of new guidance and systems