



Diocese of Chelmsford Vine Schools Trust

## SEND information report for Bulphan C of E Academy



We work closely with the Local Authority and the Vine Trust so we at Bulphan C of E Academy have a similar approach to meeting the needs of pupils with Special Educational Needs to ensure that all pupils, regardless of their specific needs, make the best possible progress in school. We are supported to be as inclusive as possible, with the needs of pupils with a Special Educational Need/s and or disabilities being met in a mainstream setting wherever possible, where families want this to happen.

School based information	People	Summary of responsibilities
<p><b>1. What kinds of SEND are provided for at Bulphan Academy?</b></p>		<p>We aim to ensure that:</p> <ul style="list-style-type: none"> <li>• Students with learning difficulties are able to access their entitlement to a broad, balanced and relevant curriculum as part of the whole school community.</li> <li>• Students with SEND are educated, wherever possible, in an inclusive environment alongside their peers to enable each student to reach his or her full potential.</li> <li>• We match levels of additional support for learning to the wide variety of individual learning difficulties, while enhancing self-esteem.</li> <li>• We identify and assess students with SEND as early and as thoroughly as possible using the revised Code of Practice (2014).</li> <li>• Parents/carers and students are fully involved in the identification and assessment of SEND, and that we strive for close co-operation between all agencies concerned, using a multi-disciplinary approach.</li> <li>• We meet the needs of all students with SEND by offering appropriate and flexible forms of educational provision, by the most efficient use of all available resources.</li> <li>• We maintain up to date knowledge of current SEND good practice and methodology in order to offer support and training in these areas to all staff in the school.</li> </ul> <p>There are four types of Special Educational Needs and Disabilities (SEND), decided by the Department for Education:</p> <ol style="list-style-type: none"> <li>1. Communication and interaction</li> <li>2. Cognition and learning</li> <li>3. Social, mental and emotional health</li> <li>4. Sensory or physical</li> </ol> <p>If a student has SEND, then their needs will fit into one or more of these categories. These categories are then split up further and specified on our SEND register.</p>

	<p>A school's provision for SEND is defined as, support which is additional to or different from that which is available to all students.</p>
<p><b>2. What are our policies for identifying children and young people with SEND and how do we assess their needs?</b></p>	<p>At Bulphan C of E Academy, we recognise that students make progress at different rates and not always in a steady pattern. Therefore, students are identified as having SEND in a variety of ways, including the following:</p> <ul style="list-style-type: none"> <li>• Liaison with Academy/previous school</li> <li>• The student performing significantly below expected levels/making slow progress</li> <li>• Concerns raised by parent/carer</li> <li>• Concerns raised by teacher</li> <li>• Liaison with external agencies, e.g. physical health diagnosis from paediatrician</li> </ul> <p>If a student is identified as having SEND then their name will be added to the SEND Support Register, but we recognise that students' needs may change over time and provision must reflect this. The aim of any additional intervention and school support is for the student to be working closer to or at age expectations, so once they reach this threshold they may be removed from the school SEND register. If they fall behind again at any point, then they may be added to the register again.</p>
<p><b>3. How do we consult parents of children with SEND and involve them in their child's education?</b></p>	<p>We will invite you to visit the school with your child to speak to staff.  If other professionals are involved, we will meet them or contact them to discuss your child's needs, share strategies, and ensure provision is put in place before your child starts.  Depending on your child's needs, we may suggest transition visits or adaptations to the settling in period to help your child to settle more easily.  If your child is to have a key person involved, we will arrange times when they can meet you and your child to get to know each other.</p> <p>We may ask if we can carry out a home visit to make your child feel at ease about starting at Bulphan C of E Academy. When your child leaves us at the end of Key Stage Two or at any point in the school year, we arrange transition meetings with the new setting and a full transition program. This may also be the case for some children transitioning between Key Stage One and Key Stage Two.</p> <p>If you have concerns about your child's progress, you should speak to your child's class teacher initially.  If you are not happy that the concerns are being managed and that your child is still not making progress, you should speak to the Special Educational Needs Co-Ordinator (SENCo), Inclusion Manager or Head Teacher.</p> <p>When a teacher or a parent has raised concerns about your child's progress, and targeted teaching has not met the child's needs, the teacher will raise this with the SENCo or Inclusion Manager. Our school also has pupil progress meetings every term between each class teacher and a senior staff member in the school to ensure all children are making good progress. This is another way your child may be identified as not making as much progress as expected. We use Pupil Asset as a way of</p>

	<p>measuring progress and have introduced other tools to measure smaller steps of progress such as the Salford Reading Test, Single Word Spelling Test and AET Autism assessment framework.</p> <p>If your child is then identified as not making progress the school we will make a decision about whether to monitor this or set up an intervention group and will inform you. If your child is still not making expected progress, the school we will discuss with you:</p> <ul style="list-style-type: none"> <li>o Any concerns you/we may have</li> <li>o Any further interventions or referrals to outside professionals to support your child’s learning</li> <li>o How we could work together, to support your child at home/school.</li> </ul> <p>Your child may be placed on the school SEND register which indicates which children require Additional Intervention and School Support.</p>
<p><b>4. What are the arrangements for consulting young people with SEND and how do we involve them in their education?</b></p>	<p>The views of the children are very important when deciding on their outcomes and targets. The children are able to attend their One Page Profile progress meetings with their parents/carers and class teacher to help to decide what they want to achieve and how best this can be done. Their views, and the views of the parents, teachers and other agencies, are documented and these views and ideas are turned into a One Page Profile which documents the support the child will receive.</p>
<p><b>5. How do we assess and review the progress of children towards their outcomes?</b></p>	<p>Your child’s progress is continually monitored by his/her class teacher.</p> <p>His/her progress is reviewed formally every half term and a National Curriculum assessment / Early Learning Goal in Reading, Writing and Maths is given. Each term, the children are also assessed in RE.</p> <p>Twice a year, there are parents evening which give parents the opportunity to discuss their child’s progress with the class teacher and also other issues such as learning behaviour, attendance etc.</p> <p>If your child is in Year 1 and above, but is not yet at National Curriculum bands, a more sensitive assessment tool is used which shows their level in more detail and will also show smaller but significant steps of progress. This is called Early Learning Goals. If a child has severe SEND, their progressed may be measured in a smaller, more manageable way.</p> <p>At the end of each key stage (i.e. at the end of Year Two and end of Year Six), all children are required to be formally assessed using Standard Assessment Tests (SATS). This is something the government requires all schools to do and are the results that are published nationally. If we feel a child is unable to access the test, special provision can be made or the child can be disapplied from the tests if this is more appropriate. Parents will always be informed of a school’s decision and the reasons why.</p> <p>All children at the school have learning targets. These targets are clearly presented in the children’s books through the use of learning ladders (child friendly grids linked to the new National Curriculum). Children with a SEND may have a learning ladder which is more appropriate to their ability. At the end of the term, teachers will use these Learning Ladders to help inform their formative assessments and measure the progress of each child in the core curriculum areas.</p> <p>The progress of children with an EHC Plan is formally reviewed at an Annual Review with all adults involved with the child’s education.</p>

	<p>The SENCo or Inclusion Manager will also check that your child is making good progress within any individual work and in any group that they take part in. Every child on the SEN register will have a SEN Learning Journey which can document their work in intervention and can be used to measure progress.</p> <p>A range of ways may be used to keep you informed, which may include: Home/school book, letters/certificates sent home, additional meetings as required, reports, rewards and celebrations.</p>	
<p><b>6. What are our arrangements for supporting children moving between phases of education?</b></p>	<p>We recognise that ‘moving on’ can be difficult for a child with SEND/and or disabilities and take steps to ensure that any transition is as smooth as possible.</p> <ul style="list-style-type: none"> <li>• If your child is moving to another school: We will contact the new school’s SENCo or Inclusion Manager and ensure he/she knows about any special arrangements or support that need to be made for your child. We will make sure that all records about your child are passed on as soon as possible. We make arrangements for staff who have worked with your child to meet new staff. Where understanding might be difficult, your child will visit their new school on several occasions and in some cases staff from the new school will visit your child in this school.</li> <li>• When moving classes in school: Information, including learning targets, will be passed on to the new class teacher in advance. For children with EHCP and more complex needs, there will be a planning meeting and / or specific preparation or training for the new teacher and / or support staff. If your child would be helped by a book to support them understand moving on, then it will be made for them.</li> </ul>	
<p><b>7. What is our approach to teaching children with SEND?</b></p>	<p>Class Teachers plan lessons according to the specific needs of all groups of children in their class, and will ensure that learning tasks are adjusted in order to enable your child to learn as independently as possible. Specially trained support staff can implement the teachers modified/adapted planning to support the needs of your child where necessary.</p> <p>In addition, all teaching staff and learning support assistants have been trained on how to use the Essex Provision Guidance Toolkit which offers a range of approaches to support children in class using High Quality teaching to make progress.</p> <p>At any time according to need, a combination of any of the following strategies may be in place including, behaviour charts/rewards, visual timetables, left-handed scissors, writing slope, 5 minute boxes, a wide range of reading materials, Interactive Whiteboards, social stories, dedicated programmes to help with Speech and Language, dyslexia, social skills etc.</p> <p>Planning and teaching will be adapted on a daily basis if needed to meet your child’s learning needs and increase your child’s access to what is on offer.</p> <p>If a child does need additional support than that in the classroom, a targeted and specific provision map is drawn up which details all the extra support in terms of intervention, resources etc that your child might need.</p>	
<p><b>8. How do we adapt our curriculum and learning environment to suit children with SEND?</b></p>	<p>Class teacher input via good/outstanding</p>	<p>The teacher will have the highest possible expectations for your child and all pupils in their class:</p> <ul style="list-style-type: none"> <li>• All teaching is based on building on what your child already knows, can do and can understand.</li> </ul>



	<p>Co-ordinator (SENDCo)</p> <p>Learning Support Assistant (LSA) may be allocated to some pupils with SEND and or disabilities)</p> <p>Head Teacher</p>	<ul style="list-style-type: none"> <li>• being kept informed about the support your child is getting through regular discussions with adults in the school</li> <li>• reviewing how they are doing</li> <li>• over-seeing the implementation One Page Profiles and ensuring the children get appropriate provision.</li> <li>• Liaising with all the other people who may be coming into school to help support your child’s learning e.g. Speech and Language Therapy, Educational Psychology etc...</li> <li>• Updating the school’s SEND records and making sure that there are up to date details of your child’s progress and needs.</li> <li>• Providing specialist support for teachers and support staff in the school so they can help your child (and other pupils with SEND and/or disabilities in the school) to achieve their potential.</li> <li>• Organising training for staff so they are aware and confident about how to meet the needs of your child and others within our school.</li> </ul> <p><b>Learning Support Assistants (LSAs)</b> may be allocated to a pupil with exceptional special educational needs and/or disabilities and whilst they take a very valuable role in your child’s education, we would prefer that questions regarding your child’s learning and progress are directed to the staff members named above. Of course, as a school we welcome daily dialogue between parents and LSAs on how a child’s day has been and we do actively encourage this continued feedback!</p> <p><b>Miss Finch</b> is responsible for:</p> <ul style="list-style-type: none"> <li>• The day to day management of all aspects of the school, this includes the support for children with SEND and/or disabilities.</li> </ul> <p>She will give responsibility to the Inclusion Manager and class/subject teachers but is still responsible for ensuring that your child’s needs are met.</p> <ul style="list-style-type: none"> <li>•She must make sure that the Local Governing Body is kept up to date about any issues in the school relating to SEND with the support of the Inclusion Manager.</li> </ul>
<p><b>10. How do we evaluate the effectiveness of the provision made for children with SEND?</b></p>	<p>We evaluate the effectiveness of any provision made through close monitoring of progress.</p> <p>Weekly planning is evaluated by class teacher/LSA to evaluate the impact of lessons and/or interventions. Adaptations are made to plans if required.</p> <p>Assessment data is tracked each half term to determine which children are not making required progress and which require intervention.</p>	

	<p>We hold termly Pupil Progress Meetings between the class teacher/Head of School and Senco or Inclusion Manager where necessary.</p> <p>One Plan progress review meetings are held termly with parents/carers. We work closely with parents to obtain their views and help shape provision for children with SEND and to get their views and ideas.</p>		
<p><b>11. How are children with SEND enabled to engage in activities with children who do not have SEND?</b></p>	<p>Within lessons the children get opportunities to work with their peers of varying abilities. Although, in some year groups, children are grouped according to ability for activities such as Phonics, they work alongside their peers in all core curriculum areas. All children have the opportunity to play together during break times.</p> <p>At Bulphan C of E Academy, we have a range of after school clubs these are available for all children to attend.</p> <p>The school setting for children is all on one level. We ensure that equipment used is accessible to all children regardless of their needs.</p>		
<p><b>12. What support do we provide to improve emotional and social development?</b></p>	<p>All children are encouraged to talk to an adult if they have a problem in order to support their emotional well-being. Different forms of communication may be set up if we feel a child is not able to express themselves verbally. At any time according to need, a combination of any of the above strategies may be place.</p> <p>If a child requires more specific targeted support then a CMP or PSP may be put in place.</p> <p>At Bulphan, we define bullying as an action that is repeated over a period of time. As a school our ethos towards the prevention of bullying is one where we celebrate and value differences and encourage everyone to view themselves as an important part of the school. (For further information please see our Anti-Bullying Policy)</p>		
<p><b>13. How and when does the school involve other bodies to meet children and support their families?</b></p>	<p>Specialist groups run by outside agencies</p> <p>This may be from the Local Authority central services such as the ASD Team</p> <p>OR</p> <p>Outside agencies such as the</p>	<p>If your child has been identified as needing more specialist input instead of, or in addition to, good and outstanding class room teaching and intervention groups, referrals will be made to outside agencies to advise and support the school in enabling your child to make progress.</p> <ul style="list-style-type: none"> <li>• Before referrals are made we will discuss your child's progress with you and together we will plan possible ways forward.</li> <li>• If it is agreed that the support of an outside agency is a way forward, you will be asked to give your permission for the school to refer your child to a specialist professional e.g. a Speech and Language Therapist or Educational Psychologist. This will help the school and yourself understand your child's particular needs better.</li> </ul>	<p>Children whose learning needs are <b><u>Severe, complex and lifelong</u></b> May need for an EHCP assessment.</p>

	<p>Speech and Language therapy (SALT) Service, Occupational therapy service, Physiotherapy and/or NELFT</p>	<ul style="list-style-type: none"> <li>• The specialist professional will work with your child to understand their needs and make recommendations, which may include:            Making changes to the way your child is supported in class e.g. some individual support or changing some aspects of teaching to support them better            Support to set targets which will include their specific professional expertise            Your child's involvement in a group run by school staff under the guidance of the outside professional e.g. a social skills group.            A group or individual work with outside professional</li> <li>• The school may suggest that your child needs some agreed individual support or group support in school. They will tell you how the support will be used and what strategies will be put in place. If we feel that they need support in school to make good progress, we will discuss with all parties involved in making a request an Education, Health and Care Plan (EHCP) assessment. If this is not the case, the outside agencies will ask the school to continue with the support at 'School level' and also set up a meeting in school to ensure a plan is in place to ensure your child makes as much progress as possible.</li> <li>• The EHC Plan will outline the outcomes and aspirations for your child, support your child with specific strategies. It will also have long and short term goals for your child.</li> <li>• There may be an additional adult to support your child with whole class learning, run individual programmes or run small groups including your child.</li> </ul>	
<p><b>14. What are our arrangements for handling complaints from children with SEND about the provision made at school?</b></p>	<p>If you are unhappy about the provision made for your child with SEND, the first step is to contact the class teacher who will discuss the issue with the Inclusion Manager. If the issue is still not resolved it will be discussed with the Inclusion Manager or SENCo and then the Head Teacher. The school complaints procedure, involving the Local Governing Body (LGB), will be followed if a resolution has still not been found.</p>		



## **GLOSSARY OF TERMS**

CMP-Consistent Management Plans

PSP-Pastoral Support Plan

SEND-Special Educational Needs and Disabilities

SEND Code of Practice -The legal document that sets out the requirements for SEND

EHC plan –Education, Health, Care Plan

SALT -Speech and Language Therapist

EP -Educational Psychologist

SENCO -Special Educational Needs Coordinator

ASD -Autistic Spectrum Disorder