

Cranbrook Education Campus

Special Educational Needs & Disabilities (SEND) Policy

2022 - 2023

Context

This policy was developed in consultation with parents/carers, staff and pupils of the school community and pays due regard to:

- The SEND Code of Practice: 0 to 25 years (2015)
- This guidance refers to Part 3 of the Children and Families Act 2014 and associated regulations.
- Equality Act 2010

Governor responsible for SEND:

Steve Wilkinson

Headteacher:

Stephen Farmer- Secondary
Hazel Fox- Primary

Special Educational Needs Co-ordinator (SENCO):

Lisa Wright- Secondary
Jo Bond- Primary

SENCo Qualifications:

NASENCo qualified (Lisa Wright)
SENDCo is a member of the Senior Leadership Team

Contact details:

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This policy will be reviewed annually

SEND Policy Review: 2022

SEND Governor reviewed:

Special Educational Needs and Disability Policy

This Policy seeks to promote the successful inclusion of pupils with special educational needs and disabilities at Cranbrook Education Campus

Rationale:

At Cranbrook Education Campus we are committed to offering an inclusive curriculum to ensure the best possible progress for all of our pupils whatever their needs or abilities. All children are of equal value and deserve access to resources and opportunities to develop their full potential. At

Cranbrook Education Campus I we work in collaboration with families and external agencies to ensure all pupils are given full opportunity to reach their potential and achieve success.

Special Educational Needs and Disability (SEND):

- *'A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.*
- *A child of compulsory school age or a 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 facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions'*

Special Education Needs and Disability Code of Practice: 0-25 years January 2015

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND Code of Practice January 2015.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf)

School Admissions

The School Admissions Code requires children and young people with SEN to be treated fairly. In line with the Equality Act 2010 we will not discriminate against disabled children in respect of admissions for a reason related to their disability. We will use our best endeavours to provide effective educational provision.

Parents or carers seeking the admission of a pupil with mobility difficulties are advised to approach the school well in advance so that consultations can take place. The school's Accessibility Plan/Strategy is available on request or from the school website.

<https://www.gov.uk/guidance/equality-act-2010-guidance>

SEND Information Report

Schools have a duty to publish SEN information annually so that parents/carers can see what support a school provides for its pupils. This will be accessible on the school's website. Further details on the SEND Information Report can be found in Appendix 1.

1. Aims and Objectives

We aim to ensure that pupils' individual special educational needs and disabilities are identified and that the provision made at Cranbrook Education Campus will enable these pupils to make good progress and achieve their potential, and are fully included in all aspects of the school's community.

Cranbrook Education Campus will have regard to the SEND Code of Practice 2015 when carrying out its duties towards all pupils with SEND, and ensure that parents/carers are informed by the school that SEND provision is being made for their child.

The specific objectives of our SEN policy are as follows:

- To identify students with special educational needs and disabilities as early as possible and ensure that their needs are met by gathering information from parents/carers, education, health and care services (if appropriate, and settings prior to the child's entry into the school).
- To ensure the arrangements identified in individual healthcare plans support pupils with medical conditions to gain access to all school activities. This will be achieved through consultation with health and social care professionals.
- To regularly monitor the progress and development of all pupils to aid the early identification and assessment of pupils with SEND.
- To make appropriate provision to overcome all barriers to learning and to ensure pupils with SEND have full access to the National Curriculum. This will be co-ordinated by the SENCo and Headteacher. The provision will be carefully monitored and regularly reviewed in order to ensure that individual targets are being met and identified needs are catered for.
- To ensure that well-targeted professional development including training facilitates staff to achieve a high level of SEND expertise to meet a wide range of needs across the school.
- To promote effective partnership and communication with parents/carers, pupils, children's service and all other agencies ensuring that:
 - learners express their views and are fully involved in decisions which affect their education;
 - parents/carers are informed of their child's special needs, and work with them to gain a better understanding of their child, and involve them in all stages of their child's education, including supporting them in terms of understanding SEND procedures/practices and providing regular feedback on their child's progress;
 - there is co-operation and productive partnerships with the Local Authority and other external agencies, and there is a multi-professional approach to meeting the needs of all vulnerable learners;
 - the environment created meets the special educational needs of each child in order that they can achieve their learning potential and can be included in activities alongside their peers/pupils who do not have SEND.
- To have regard to guidance detailed by Devon County Council.
- To recognise the importance of 'preparation for adulthood' right from the start

There may be times in a pupil's school career when they are identified as having a Special Educational Need. These pupils will be provided with intervention and/or support that is 'additional to or different from' the normal differentiated curriculum. This may be on an ongoing basis or for a limited time. Many pupils with sensory and/or physical disabilities may require adaptations, termed reasonable adjustments, under the Equality Act 2010.

2. Areas of Special Educational Need

Under the SEND Code of Practice 2015 pupils identified as having a special educational need (SEN) will be considered within one or more of the following categories of need:

Cognition and Learning;

Children with learning needs may learn at a slower pace than other children and may have difficulty developing literacy or numeracy skills or understanding new concepts. Learning needs may be in addition to or as a result of other special educational needs.

Children with a specific learning difficulty (SpLD) will have difficulties related to one or more of dyslexia (reading and spelling), dyscalculia (maths), dyspraxia (co-ordination) and dysgraphia (writing).

Learning difficulties cover a wide range of needs, including moderate learning difficulties (MLD), severe learning difficulties (SLD), where children are likely to need support in all areas of the curriculum and associated difficulties with mobility and communication, through to profound and multiple learning difficulties (PMLD), where children are likely to have severe and complex learning difficulties as well as a physical disability or sensory impairment.

Cognition and Learning needs include:

- Specific learning difficulties (SpLD)
- Moderate learning difficulties (MLD)
- Severe learning difficulties (SLD), and
- Profound and multiple learning difficulties (PMLD)

Social, Emotional and Mental Health Difficulties

Children may experience a wide range of social and emotional difficulties which manifest themselves in many ways. These may include becoming withdrawn or isolated, as well as displaying challenging, disruptive or disturbing behaviour. These behaviours may reflect underlying mental health difficulties such as anxiety or depression, self-harming, substance misuse, eating disorders or physical symptoms that are medically unexplained.

Other children may have disorders such as attention deficit disorder, attention deficit hyperactive disorder, conduct disorder or attachment disorder.

Social, Emotional and Mental Health Difficulties include:

- ADD
- ADHD
- Attachment Disorder

At Cranbrook Education Campus, we always seek to address the underlying cause of the presenting behaviour. This means a collaboration where appropriate of family and health colleagues which supports the child's needs.

Communication and Interaction needs

Children with speech, language and communication needs (SLCN) have difficulty in communicating with others. This may be because they have difficulty saying what they want to, understanding what is being said to them or because they do not understand or use social rules of communication.

The profile for every child with SLCN is different and their needs may change over time. They may have difficulty with one, some or all of the different aspects of speech, language or social communication at different times of their lives. Children with autism, including Asperger's Syndrome, are likely to have particular difficulties with social interaction. They may also experience difficulties with language, communication and imagination, which can impact on how they relate to others.

Communication and Interaction needs include:

- Speech, language and communication needs (SLCN)
- Autism (including Asperger Syndrome)

Sensory and/or Physical needs

Some children require special educational provision because they have a disability and this prevents or hinders them from making use of the educational facilities generally provided. These difficulties can be age related and may fluctuate over time.

Many children with vision impairment (VI), hearing impairment (HI) or a multi-sensory impairment (MSI) will require specialist support and/or equipment to access their learning. Children with an MSI have a combination of vision and hearing difficulties. Some children with a physical disability (PD) require additional ongoing support and equipment to access all the opportunities available to their peers.

Sensory and/or physical needs include:

- Visual impairment (VI)
- Hearing impairment (HI – including Deaf and hearing impairment)
- Multi-sensory impairment (MSI - sometimes referred to as DeafBlind)
- Physical disability (PD).

3. A Graduated Response to Special Educational Needs and/or Disabilities

Early Concerns

The progress made by all pupils is regularly monitored and reviewed by the school. Initially, any concerns raised by teachers, parents/carers or other agencies are addressed by appropriate differentiation within the classroom and a record is kept of any strategies or interventions that are used to support the pupil through a Pupil Passport. This can then be reviewed in any further discussions if the concerns persist.

If a pupil continues to raise concerns the class teacher will work with the school's Special Educational Needs Coordinator (SENCo) to assess if the pupil has a special educational need and agree the appropriate support. Details of assessment tools and materials used in Cranbrook Education Campus can be found in **Appendix 2**.

In some cases it may be necessary to seek assessment by or advice from an external professional such as a specialist teacher or educational psychologist. This will always be discussed and agreed with the pupil's parents/carers.

When the school is considering whether a pupil has a special educational need one or more of the concerns below may be observed:

- *Makes little or no progress even when teaching approaches are targeted particularly in a pupil's identified area of weakness;*
- *Shows signs of difficulty in developing literacy or mathematics skills which result in poor attainment in some curriculum areas;*
- *Persistent emotional or behavioural difficulties which are not resolved by appropriate behaviour management strategies;*
- *Has sensory or physical problems and continues to make little or no progress despite the provision of specialist equipment;*
- *Has communication and /or interaction difficulties and continues to make little or no progress despite the provision of an appropriate differentiated curriculum.*
- *Has emotional or behavioural difficulties which substantially and regularly interfere with the pupil's own learning or that of the class groups, despite having an individualised behaviour support programme;*
- *Has SEND or physical needs that require additional specialist equipment or regular advice or visits by a specialist service;*
- *Has a communication and/or an interaction difficulty that impedes the development of social relationships and cause a substantial barrier to learning.*

Where it is determined that a pupil does have Special Educational Needs and/or a Disability (SEND) the parents/carers will be formally advised. The school will take appropriate action to support learning and put effective special educational provision in place. This is termed **SEN support**.

SEN Support

The aim of formally identifying a pupil with SEND is to ensure that any action the school takes is an effective provision which seeks to meet the child's needs and remove the identified barriers to learning. . The school will ensure any actions taken support the pupil to make good progress in their learning and achieve positive outcomes.

This is known as **the Graduated Approach (See Appendix 3):**

***Assess**

***Plan**

***Do**

***Review**

This is an ongoing cycle to enable the provision to be refined, revised and adjusted to enable greater understanding of the needs of the pupil as they develop. This cycle enables the identification of those interventions which are the most effective in supporting the pupil to achieve good progress and outcomes.

Assess

Assessment involves analysing the pupil's needs in their area of need. Evidence from the class teacher's assessment and experience of working with the pupil, details of previous progress and attainment, comparisons with peers and national data, as well as the views and experience of parents and carers are explored. The pupil's views and, where relevant, advice from external support services will also be considered. Any parental concerns will be noted and compared with the school's information and assessment data on how the pupil is progressing. This analysis will require a regular review to ensure that support and intervention is matched to need, that barriers to learning are clearly identified and being overcome and that the interventions being used are developing and evolving as required. Where external support staff are already involved their work will help inform the assessment of need. If they are not involved they may be contacted, if this is felt to be appropriate, following discussion and agreement from parents.

Plan

Planning will involve consultation between the teacher, SENCo and parents/carers to agree any adjustments, interventions and support that are required; the impact on progress, development and or behaviour that is expected and a clear date for review. Parental involvement may be sought, where appropriate, to reinforce or contribute to the progress at home. All those working with the pupil, including support staff, will be informed of the pupil's individual needs, the support that is being provided, any particular teaching strategies/approaches that are being employed and the expected outcomes.

The agreed plan will be drawn up and shared with relevant staff and parents/carers. Clear targets and information will be stored on the plan. At Cranbrook Education Campus we call these Pupil Passports or Plans.

Do

The class teacher remains responsible for working with the child on a day-to-day basis. They will retain responsibility even where the interventions may involve group or one-to-one teaching away from the main class teacher. They will work closely with teaching assistants to plan and assess the impact of support and interventions and links with classroom teaching. The SENCo will monitor the progress pupils with SEN, and where required, provide further support and assessment of the pupil's strengths and needs. The SENCo will advise and support the class teacher to implement further additional support and guidance, where required.

Review

The review of a child's progress will be made regularly throughout the school year. The review process will evaluate the impact and quality of the support and interventions. It will also take account of the views of the pupil and where necessary their parents/carers. The class teachers, in conjunction with the SENCo, will revise the support and outcomes based on the pupil's progress and development and make any necessary adjustments to move the pupil forward. This will be carried out in consultation with parents/carers and the pupil.

Further details of Devon's Graduated Approach can be found in Appendix 3.

4. Statutory Assessment of Education, Health and Care (EHC) needs

Where, despite the school having taken relevant and purposeful action to identify, assess and meet the Special Educational Needs and/or Disabilities of the pupil, the child has not achieved the expected progress, the school or parents/carers should consider requesting an Education, Health and Care (EHC) needs assessment. The application for an Education, Health and Care Plan will combine information from a variety of sources including: Parents and Carers, Teachers, SENCO, educational professionals, Children's Social Care and Health professionals. Much of this information will be evidence already collected by the school and will relate to the current provision provided, the actions the school has taken, and the preliminary outcomes of targets set. A decision will be made by the SEN 0-25 Team about whether or not the child is eligible for an EHC needs assessment.

Parents have the right to appeal against a decision not to initiate a statutory assessment.

Information to support parents with this is via the Devon County Council website link:

<https://new.devon.gov.uk/educationandfamilies/special-educational-needs-and-disability-send-local-offer/support-education-health-and-care/education-health-and-care-ehc-plans>

Where a pupil has an Education Health and Care Plan (EHCP), the Local Authority must review the EHCP every twelve months as a minimum. Schools have a duty to co-operate therefore Cranbrook Education Campus will hold annual review meetings on the behalf of Devon Local Authority (LA) and complete the appropriate paperwork for this process.

For further SEND information parents/carers are also encouraged to visit the Devon County Council Local Offer website www.devon.gov.uk/send.

As required in the SEND Code of Practice (2015) Devon has an independent support body for parents and their website address is:

<https://www.devonias.org.uk/>

5. SEND Funding

Schools receive a basic entitlement funding, sometimes referred to as Element 1, the AWPUP (Average Weighted Pupil Unit). Schools are expected to meet the needs of **all** learners from this allocation.

Additional funding which comes into school for pupils with SEND is allocated according to various data contexts and other demographic factors. Pupils who are identified as having a Special Educational Need are supported using this additional funding – usually referred to as Element 2.

The high needs block funding for pupils who require a personalised arrangement (which is an Education, Health & Care Plan - EHCP) is allocated per pupil upon application by the school with evidence of rationale for need. The Local Authority make decisions about how much this top up funding will be per pupil. This is referred to as Element 3. Within this Element, there are descriptors which define the levels of funding allocated.

A full explanation of Devon SEND funding to schools can be found at:

<https://www.devon.gov.uk/supportforschools/finance/additional-educational-needs>

At Cranbrook Education Campus. We review our SEND budget throughout the year and allocate our SEND funds carefully in order to support our SEND cohort. This is monitored by governors and through the use of the Devon SEND Funding Evaluation Tool.

Personal Budgets

Personal Budgets are only available to pupils with an Education, Health and Social Care Plan (EHCP) or pupils who are currently under-going a needs assessment for an EHCP. Funding can be made available to parents/carers as a personal budget for them to commission their own provision for their child under certain conditions.

6. Responsible Persons

Provision for pupils with special educational needs is a matter for the school as a whole. In addition to the Governing Body, the Head Teacher, SENCo and all members of staff have important role and responsibility to support pupils with SEND.

The Governing Body:

The Governing Body endeavours to follow the guidelines as laid down in the SEND Code of Practice (2015) to:

- use their best endeavours to make sure that a child with SEND gets the support they need – this means doing everything they can to meet children and young people's Special Educational Needs
- ensure that children and young people with SEND engage in the activities of the school alongside pupils who do not have SEND
- designate a teacher to be responsible for co-ordinating SEND provision – the SEND co-ordinator, or SENCO. This person must be a qualified teacher and must hold the National Award for SEN Coordination (if appointed after 2008).
- inform parents/carers when they are making special educational provision for a child
- prepare and publish an annual SEND information report and their arrangements for the admission of disabled children, the steps being taken to prevent disabled children from being treated less favourably than others, the facilities provided to enable access to the school for disabled children and their accessibility plan showing how they plan to improve access progressively over time

The Head Teacher is responsible for:

The day-to-day management of all aspects of the school's work, including provision for educational needs.

- Keeping the Governing Body informed of all developments with regard to SEND.
- Informing parents of the fact that SEND provision has been made for their child.

The SENCo role involves:

- Overseeing provision for children with SEND. (Special Educational Needs and/or Disabilities).
- Co-ordinating and evaluating provision, including interventions, for children with SEN.
- Liaising with, supporting advising and training teachers whenever necessary.
- Interpreting legal requirements for staff, parents and governors.
- Overseeing the records of all children with SEND and ensuring these are kept up to date.
- Liaising with parents/carers of children with SEND.
- Organising and delivering in-service training in order to meet the needs of staff.
- Liaising with external agencies including the LA's support and educational psychology services, health and social services and voluntary bodies.

- Overseeing the Assess, Plan, Do Review (APDR) process for all SEND pupils.

Parents/carers of a child with SEND support will have the opportunity to meet with the SEN team at least twice a year formally. The SENCo is happy to meet with parents/carers, without prior arrangement, whenever possible.

All Teaching and Non-Teaching Staff:

- All staff are aware of the school's SEND policy and the procedures for identifying, assessing and making provision for pupils with special educational needs.
- Class teachers are fully involved in providing high quality teaching, differentiated for individual pupils. This includes reviewing and, where necessary, improving, their understanding of strategies to identify and support vulnerable pupils. Class teachers are responsible for setting suitable learning challenges and facilitating effective special educational provision in response to pupils' diverse needs in order to remove potential barriers to learning. This process should include working with the SENCo to carry out a clear analysis of the pupil's needs, utilising the teacher's assessment and experience of the pupil as well as previous progress and attainment.
- Teaching assistants will liaise with the class teacher and SENCo on planning for learning, on the pupil's response, and on the progress being made so support staff can contribute effectively to the graduated response, (assess, plan, do, review).

7. Pupil Voice

The Code of Practice 2015 has a theme throughout which highlights the importance of the views of SEND pupils. At Cranbrook Education Campus we will always endeavor to ascertain pupils views for reviews and planning. Wherever possible, these views will be recorded and embedded into planning and review documents.

Teaching staff will seek the pupil's views of their strengths and difficulties regarding their progress prior to review meetings. Pupils will be given opportunities to reflect upon their progress and identify areas that they still require support for.

8. Children with Medical Needs

Cranbrook Education Campus recognises that students with medical conditions should be supported so that they have full access to education, including school trips and physical education. Some students with medical conditions may be disabled and where this is the case the school/academy will comply with its duties under the Equality Act 2010.

Arrangements that are in place to support pupils with medical conditions can be found by accessing the school's Medication Policy for further details.

Accessibility

The Disability Discrimination Act 1995 (DDA) as amended by the SEN and Disability Act 2001 and the Equality Act 2010, places a duty on all schools and Local Authorities to plan to increase over

time the accessibility of schools for disabled pupils. For further information on the school's current Accessibility Plan and Disability Policy please contact the SENCo or see Cranbrook Education Campus's Accessibility Plan on the school website.

Children in Care:

When a child is in care, the carers are accorded the same rights and responsibilities as parents. The school has both an appointed member of staff and a governor for Looked after Children. At St James the Designated Teacher (DT) with responsibility for Children in Care is Katie Hindmarsh, email: Lisa.Wright@cranbrookeducationcampus.org.uk

9. Working in partnership with Parents and Carers

Cranbrook Education Campus will actively seek the involvement of parents/carers in the education of their children. It is recognised that it is particularly important with pupils who have special educational needs and/or disabilities where the support and encouragement of parents is often the crucial factor in achieving success.

Parents will always be kept up to date about the Special Educational Needs of their children in accordance with the recommendations outlined in the Code of Practice. Communications between Home and the school will be consistently maintained, this could be via email, phone calls, Home-School book, Classcharts or similar.

Parents/carers will be fully consulted before the involvement of external support agencies with their children, and will be invited to attend any formal review meetings at all stages.

Parents/carers are encouraged to seek help and advice from Independent Information Advice and Support services, including Devon Information and Advice Service (DIAS). These are able to provide impartial and independent advice, support and information on special educational needs and disabilities.

<https://www.devonias.org.uk/>

10. External Support Services

External support services play an important part in helping the school identify, assess and make provision for pupils with special education needs and/or disabilities.

Liaison with external agencies supplements the support and assessment of the needs of individual pupils. Regular liaison is maintained with the following external agencies:

Babcock SEN Advisory Teams;

Educational Psychology Services

Social, Emotional & Mental Health Team

Communication & Interaction Team

Sensory Impairment Team (Hi/Vi/MSI)

Physical Disability and IT Team

Children's Social Care

Speech & Language Therapy

CAMHS

Occupational Health

Physiotherapy

School Nurse

Virtual school for Looked after Children

EWO

11. Transition

A change of school, class and staff can be an exciting, yet anxious time for all pupils. We recognise that this can be very challenging for some pupils with SEND. We endeavour to make sure these periods of change are carefully managed in a sensitive way to provide continuity of high quality provision and reassurance to pupils and families.

12. Responding to Complaints

The procedures for making a complaint against the school are outlined in the School's Complaints Policy. The policy can be accessed via the school's website or via the school office.

All concerns or enquires about a pupil with special education needs and/or disabilities or the SEND provision should be dealt with by the class teacher, the SENCo or the Headteacher. If a parent/carer does not feel an issue has been resolved effectively please refer to the School's Complaints Policy.

13. Training and Resources

Cranbrook Education Campus understands the need for and value of staff development. Training needs of colleagues are identified through appraisal processes, staff questionnaires, feedback from staff training and from discussions during department meetings. SEND training is embedded in the overall planning for school development. Resources and time are allocated to colleagues which ensures they are up to date with SEND procedures, strategies and knowledge.

The SENCO regularly attends Local Authority SENCO network meetings in order to keep up to date with local and national updates in SEND.

14. General Data Protection Regulation (GDPR) 2018

Cranbrook Education Campus collects, uses and stores information about its pupils and may receive information about them from their previous school. This information helps us:

- Support teaching and learning
- Follow and report on pupil progress
- Provide the right care and support for its pupils
- Understand how well the school is doing as a whole

The information we keep (although not limited to) includes contact details; assessment marks and results, attendance records; other information such as ethnic group or religion; special educational needs; and any relevant medical information.

We are required (through GDPR) to take care of all information and we take this responsibility seriously.

We will not give information to anyone outside the school without consent unless the law and our rules permit it. We are required by law to pass some information to the Local Authority (LA), and the Department for Education (DfE).

If you require more information about how the Local Authority store this data, you can visit the following website:

<https://new.devon.gov.uk/keepingdevonsdata/education-and-learning/>

Please also refer to the Data Protection Policy on our school website

Appendix 1 – School SEND Information Report

SEN Information Report for Cranbrook Education Campus

What kinds of SEND do pupils in the school have?

The most common needs in the school are: cognition and learning; social emotional and mental health difficulties; and communication and interaction needs.

How do we know if a pupil needs extra help?

Pupils at Cranbrook Education Campus have their academic progress tracked through regular data and reporting cycles. Where these identify concerns with academic progress, concerns will be discussed with Heads of Department and the Senior Leadership of the school and adjustments made to their provision by the relevant departments. Where these do not have the necessary impact,

concerns will be passed on to the SEND Team for further investigation and support. We are likely to conclude that a pupil is having difficulties accessing learning if their learning is significantly behind age related expectations or the target grades projected from their prior learning and assessment for more than one data cycle.

Outside of academic work, there may be other signs that pupils need additional help and support or have unidentified needs and so we also carefully monitor pupils' behaviour and consider how they are presenting more generally in school. For example, their social skills or apparent emotional wellbeing, safeguarding information, attendance, health information or feedback directly from parents/carers or from the pupils themselves are monitored in order to ensure that we consider other possible underlying symptoms or signs of additional need.

We use screening tools such as reading and spelling test information; Boxall profiling; Strengths and Difficulties Questionnaires and similar to more precisely identify and target need. We may also, with parental permission, refer to external agencies such as the Educational Psychology Service, Communications and Interactions Team, Speech and Language Service, Occupational Therapy, School Nurse and similar for further specialist assessment and guidance.

How do teachers help pupils with SEND?

At Cranbrook Education Campus we consider that all teachers are teachers of SEND and that good provision for pupils with SEND starts with quality first teaching in the classroom. All teaching staff and teaching assistants are provided with information about individual pupil's needs via a Pupil Passport, which is written by the SENCo and which draws on information from a range of sources, usually including previous Reports from external agencies, relevant test results, previous school reports, and parent and student feedback. The Pupil Passport gives information about needs but also strategies which can be used in the classroom to support those needs. Teachers are expected to differentiate their teaching to suit the needs of the pupils in their lessons and in some cases, classes may be set to better accommodate this. Teachers are expected to regularly give feedback about students with SEND and this is used to inform the plan, do, review cycle, in discussion with parents, and usually, the students themselves.

Teachers are given professional development in areas of relevance to SEND and in response to their own prior knowledge and the school's priorities for supporting SEND. As well as INSET, staff are able to draw on a bank of advice and resources from the school's Intranet and through consulting the SEND team.

Teaching of pupils with SEND is considered in learning walks, data analysis, feedback from students and parents, and through work scrutiny, to ensure that students are receiving appropriate and effective teaching and support.

How will the curriculum be matched to my child's needs?

Support may be offered through one-to-one or small group interventions through a programme of support outside of the timetabled curriculum. Where this is offered, parents will be informed and the efficacy of the intervention will be monitored.

Some students are able to access teaching assistant support within their lesson. Often this is related to the provision required by an Education Health and Care Plan or because the school has identified that a number of students within a lesson would benefit from this provision and funding and timetabling allow it.

Additional provision that is being made for an individual pupil is listed on their Plan which states the objective of this support and which is regularly reviewed.

Where there are groups of students with very significant needs relating to literacy and/or numeracy, the curriculum is adjusted to better cater to this and so Cranbrook Education Campus offers a curriculum for some students so that they can access additional TA support, more time with their English and maths teachers, and a curriculum that offers additional literacy and numeracy lessons.

How will the school know how well my child is doing?

The school follows a data cycle of assessment and review following which academic reports are sent home to parents and carers. Classcharts data relating to behaviour is available to parents and carers daily. The school sets internal targets for students informed by projections of how students are expected to progress based on age related expectations, national expectations, prior attainment, and so on. Staff within the school monitor this data and use it to highlight concerns relating to academic progress. Other data is also monitored carefully as it can also reveal information that could suggest unmet need and this could include attendance and behaviour data or feedback from teachers, parents or the students themselves that suggests that they are struggling in some aspect of school life. In all cases, where concerns are raised, they will be explored and if appropriate, in liaison with parents/carers, and wherever possible the pupils themselves, a plan of support will be drawn up and regularly reviewed.

How will the school know that its SEND provision is effective?

Cranbrook Education Campus also monitors the progress of all its pupils, including those identified as having SEND against targets including national standards. Academic progress in exams is judged against national and school expectations within categories which include SEND students at School Support level and those who have an EHCP.

Whole school strategies for monitoring teaching and learning such as learning walks, book scrutiny, student voice interviews and lesson observations specifically identify the teaching and learning of SEND students and reports are made regularly to the Governors, whose role it is to use their best endeavours to ensure that pupils are getting the support that they need and that they are able to engage in the activities of the school alongside those who do not have SEND.

Students for whom additional provision is being made have a written plan which sets out the provision being made and its aims and which is regularly reviewed against these aims.

How will my child be included in activities outside the classroom, including school trips?

We encourage all students to participate fully in extra-curricular activities. This may mean that additional risk assessments need to be completed or additional support provided, but where it is safe and reasonable adjustments can be made, we would expect all students to be able to participate in all aspects of school life and we would encourage them to do so. It is important that all pupils feel valued and empowered to participate and that their needs are supported rather than being a barrier. As it is important that pupils with SEND have role models, we do promote the success of adults with SEND in the outside world and we will monitor the participation of pupils with SEND in activities such as Student Voice and the Student Leadership Team in order to ensure that these pupils are equally able to apply and participate in them.

Where there are additional concerns or needs that require it, we would meet with parents/carers prior to any activities so that a support plan such as a risk assessment or healthcare plan can be completed for that activity.

Before, after and during the school day, additional support may also be offered for groups of students where there is a significant level of need or a need is common. For example, we offer a breakfast club, break and lunch club, and homework support club |(although these are currently constrained by coronavirus guidance and related risk assessments).

How will you support my child's overall well-being?

All pupils in the school have a tutor and a Head of Year who oversee their pastoral care. Students are also taught about how to live a healthy life both in mind and body through their curriculum lessons including JBacc and Life to the Full. Several staff within the school have had additional training in supporting good mental health and some have additional training such as in attachment based mentoring or CBT. Where concerns are raised about social or emotional or mental health then these concerns will be discussed with parents, and if necessary then a plan of additional support will be agreed and enacted.

The school also has a Safeguarding Team whose role it is to ensure that pupils are kept safe. The Safeguarding Lead at Cranbrook Education Campus is Joanne Westney: Jo.westney@cranbrookeducationcampus.org.uk

There are also staff responsible for the support of students with medical needs. They are led by Lisa Wright who will draw up a healthcare plan with the pupil, parent/carers and health professionals and who will ensure it is actioned.

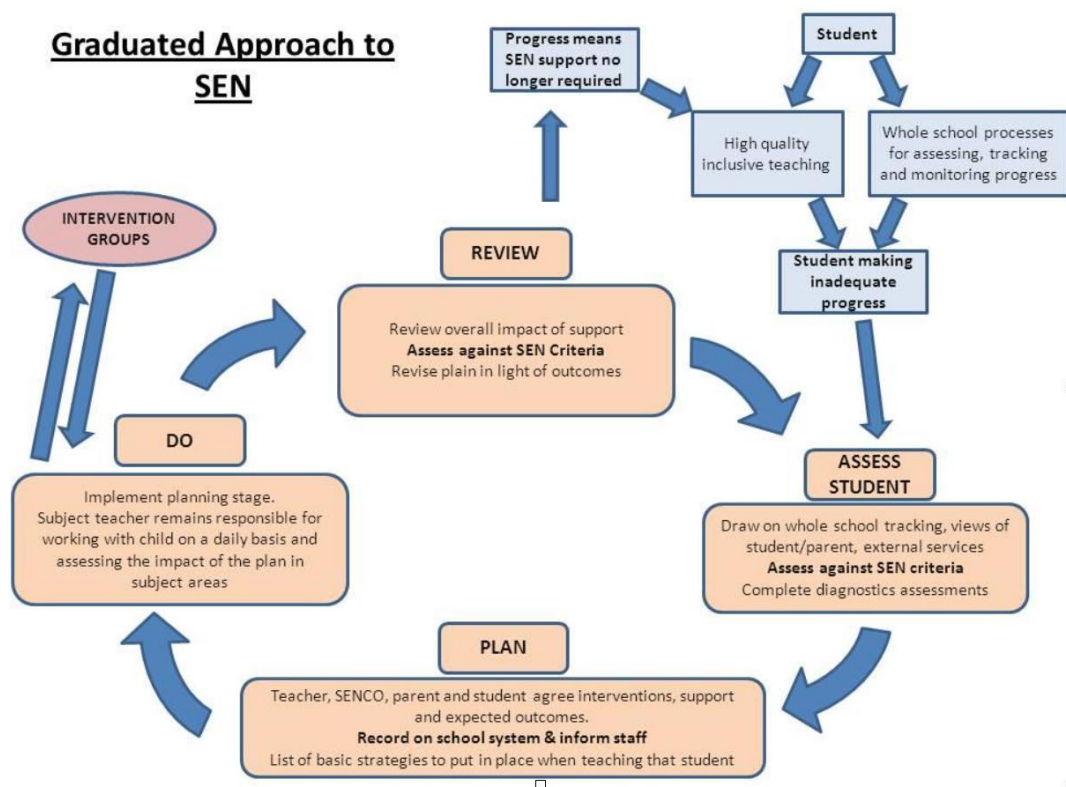
Additionally, Cranbrook Education Campus has staff whose role is to support students who exhibit poor behaviour regularly in addressing these behaviours and reintegrating successfully into their lessons. Where students are excluded or at risk of exclusion then there are processes in place to consider whether there is an unmet SEND underlying the pupil's behaviour and this includes discussions with parents/carers, involving the SEND team, and where necessary, referral to external agencies. In these cases, where a need is identified then a support plan is drawn up with clear aims which is then reviewed regularly.

Appendix 2

Details of assessment tools and materials used in Cranbrook Education Campus. These may include the following:

- SATs and Optional SATs results
- Teacher feedback
- Parental feedback
- Student Feedback
- Reading tests such as the National Group Reading Test, Access Reading Test, Single Word Reading Test, and Diagnostic Reading Analysis
- Spelling tests
- School academic progress reports
- SEND Quickchecker
- Lexia screening and test results
- High frequency word checklists
- Results of standardised and diagnostic tools
- Records of work
- Behaviour reports
- Observations made by teachers, teaching assistants and other members of staff
- Social skills assessments and screenings such as Boxall Assessment and Strengths and Difficulties Questionnaires.
- Observations made by external professionals such as Educational Psychology, Communications and Interactions Team, Occupational Therapy and similar

Appendix 3



The Graduated Approach

Assess

- In identifying a pupil as needing **SEN support** the class teacher, working with the SENCo, should carry out a clear analysis of the pupil's needs. This should draw on the teacher's assessment and experience of the pupil, their previous progress and attainment, as well as information gathered from other areas of the school.
- The pupil's development in comparison to their peers and national data should also be considered along with the parent's views and experience, the pupil's views and, if relevant, advice from external support services. These will be recorded on a Pupil Passport. The school and parents/carers will meet, where appropriate, with other agencies including those from Health and Social Care to create and up-date the Plan.
- This assessment will be reviewed regularly to ensure support and intervention are matched to need, barriers to learning are identified and overcome so that a clear picture of the interventions put in place and their impact is developed. With some areas of SEN, the most reliable method of developing a more accurate picture of need will be the way in which the pupil responds to an intervention.

Plan	• Parents/carers, with their child, will meet with the class teacher and the SENCo to decide on the interventions and support to be put in place as well as the expected impact on progress and development. This will be recorded on a Plan with a date to review the plan. The date for review will depend on the level of need present. • The Plan will clearly identify the areas of needs, the desired outcomes, the support and resources provided, including any teaching strategies or approaches that are required and when the Plan will be reviewed. A copy of this will also be attached to the pupil's Passport on SIMS. • The support and intervention provided will be selected to meet the outcomes identified for the pupil, based on reliable evidence of effectiveness and will be provided by staff with appropriate skills and knowledge. • The Plan will usually involve a contribution by parents/carers to reinforce learning at home. • Where appropriate, the Plan will detail the support from other agencies and how this will support the pupil in achieving the desired outcomes. • Parents/carers will then be formally notified by letter when it is decided to provide a pupil with SEN support (although parents/carers should have already been involved in the assessment of need). • So, if it is agreed that a pupil requires SEN support, all parties meet and develop a Plan detailing the support which will bring about the next part of the cycle –
Do	• The class teacher remains responsible for working with the pupil on a daily basis and will work closely with any teaching assistants or specialist staff involved, to plan and assess the impact of support and interventions and how they can be linked to classroom teaching. • The SENCo will support the class teacher in the further assessment of the pupil's needs, in problem solving and advising on the effective implementation of support. • The class teacher is responsible for the daily implementation of the plan and will contribute to –
Re-view	• There will be a review of the Plan on the date previously agreed. This review will evaluate the impact and quality of the support and interventions and include the views of the pupil and their parents/carers. • Parents/carers will be given information about the impact of the support and interventions provided enabling them to be involved with planning the next steps. Where appropriate other agencies will be asked to contribute to this review. • Where a pupil has complex needs involving more than one agency it will depend on the pupil's needs and the frequency of the educational reviews as to whether external agencies attend each educational review, this will be agreed at the initial TAF meeting. • This review will feedback into the analysis of the pupil's needs, then the class teacher, working with the SENCo, will revise the support in light of the pupil's progress and development, with decisions on any changes made in consultation with the parent and the pupil. • Where there is a sustained period of insufficient or no progress, the school may decide to gain involvement and advice from a specialist or external agency. The school will consult with parents/carers before involving a specialist or external agency.