



# **SEND INFORMATION REPORT**

**2024**

## Our Mission Statement

Our Lady of Grace RC Primary School recognises that each member of our community is unique and made in the image and likeness of God. Our School will encourage each member:

Through **WORK**, to develop his or her potential

Through **WORSHIP**, to learn to know and love God and His world

Through **WITNESS**, to proclaim to all the peace, joy and glory of God

As Catholics we live our faith through all aspects of our lives. Our Mission Statement underpins our thinking when implementing this procedure

## **Children and Families Act 2014 Special Educational Needs and Disability – The SEND Information Report**

The Special Needs (Local Offer) Regulations 2014 prescribe the information that schools must publish on their own website and also be available through the local authority's published Local offer. This document is taken from Bury Council, Children Services framework and sets out the SEND Information Report at Our Lady of Grace R.C. Primary School.

### **What kind of Special Educational Needs does the school provide?**

At Our Lady of Grace Roman Catholic Primary School, we provide for children of varying need. This is done through a number of methods depending on the children's needs. A child is classed as having special educational needs if he or she has learning difficulties that call for special educational provision to be made.

A child has learning difficulties if he or she:

- ☐ Has a significantly greater difficulty in learning than the majority of children of the same age.
- ☐ Has a disability which prevents or hinders the child from making use of educational facilities of a kind provided for children of the same age in other schools within the LA.
- ☐ Is under compulsory school age, and falls within the definition at a) or b) above or would do so if special educational provision was not made for the child.

Special education provision means:

- ☐ For a child over two, educational provision which is additional to, or different from, the educational provision made generally for children of the same age in maintained schools, (other than special schools) in the area.
- ☐ For a child under two, educational provision of any kind.

Children must not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught.

All staff at Our Lady of Grace Roman Catholic Primary School will have due regard for the Special Needs Code of Practice when carrying out our duties towards all pupils with special educational needs, and ensure that parents are notified when SEND provision is being made for their child.

Disabled people – Our Lady of Grace Roman Catholic Primary School also caters for those having medical and physical needs too. A child is disabled if he/she is blind or partially sighted, deaf or use British Sign Language, person with hearing impairment or suffers from a mental health condition of any kind or is substantially and permanently disabled by illness, injury or such other disability as may be prescribed. A person has a disability if they have a physical or mental health condition which has a substantial and long-term adverse effect on his/her ability to carry out normal day-to-day activities.

The range of special educational needs is very wide. Sometimes, children's learning difficulties are caused or compounded by hearing or visual impairment, physical disability or a specific learning disability. The social, emotional, mental health and behavioural needs of a child may also affect the child's potential to learn. Our school has developed a Behaviour Policy which provides guidelines for strategies and procedures to be used with children displaying inappropriate behaviour.

Our Lady of Grace Roman Catholic Primary School strives to be a fully inclusive school. We acknowledge the range of issues to be taken account of in the process of development. All pupils are welcome, including those with special educational needs and disabilities, in accordance with the LA Admissions Policy and in consultation with any Salford Diocese guidance.

### **How does the school know if children/young people need extra help and what should I do if I think my child/young person may have special educational needs?**

Needs are identified and by the school in different ways. The new Code does not assume that there are hard and fast categories of special educational need, but recognises that children's needs and requirements fall into four broad areas.

- Communication and interaction (speech and language difficulties or autistic spectrum disorders).
- Cognition and learning (general or specific).
- Social, emotional and mental health.
- Sensory and/or physical (hearing difficulties, visual impairment, physical and medical difficulties).

The SEND Code of Practice 2015 makes it clear that 'all teachers are teachers of pupils with special educational needs.' All teachers at Our Lady of Grace Roman Catholic Primary School are responsible for identifying pupils with SEND and, in collaboration with the SEND Lead, will ensure that those pupils requiring different or additional support are identified at an early stage.

Assessment is the process by which pupils with SEND can be identified. Whether or not a pupil is making adequate progress, is seen as a significant factor in considering the need for SEND provision. Our school will use appropriate screening and assessment tools, and ascertain pupil progress through:

- Evidence obtained by teacher observation/ assessment.
- Their performance judged against National Curriculum level descriptions.
- Pupil progress in relation to objectives in the National Literacy/Numeracy Strategies.
- Standardised screening or assessment tools
- Screening /diagnostic tests
- Reports or observations (including health professional, outreach specialist services and Common Assessment Framework [CAF] meetings)
- Records from feeder schools, etc.
- Information from parents – open door policy in place
- National Curriculum results

If you, as a parent, have concerns regarding your child's progress or in relation to any of the 'special educational needs areas' identified above, then you should make an appointment to see the class teacher along with the school Special Educational Needs Co-ordinator. (SEND LEAD). An action plan will then be put into place to further assess or monitor such concerns.

## **How will both you and I know how my child/young person is doing?**

Our Lady of Grace Roman Catholic Primary School believes that monitoring pupil progress is crucial in aiding a child's development. Progress is the fundamental factor in determining the need/additional support.

If a child's class teacher, in consultation with parents, concludes that a child may need further support to help their progress, the teacher should seek the help of the SEND LEAD. The SEND LEAD and teacher will review the approaches adopted. Where support additional to that of normal class provision is required, it will be supported by Bury Additional Needs Team. This will include differentiation in class, TA support and small group support where possible. When a child takes part within small group sessions or intervention groups, their progress will be monitored half-termly or termly to measure the impact which this is having upon the child's learning. This will be shared with the parent during meetings where necessary. If a child is not responding effectively to intervention, i.e. if there is no change in their progress, groups will be revised and new methods considered, where appropriate.

Where concerns remain despite sustained intervention, the school will consider requesting a Statutory Assessment – applying for an Educational Health Care Plan (EHC). Parents will be fully consulted at each stage. Each of these intervention programmes are detailed in appropriate sections of our policy.

Through joint parent-teacher partnership, all monitoring will be shared so that everyone involved will be aware of the support in place, as well as the impact it is having in supporting the child's needs.

## **How will the effectiveness of the school's special educational provision be assessed and evaluated?**

### **How will children and their parents take part in any assessment review?**

All our children are monitored through a progress tracking system. These are reviewed by Phase Leaders and members of the Senior Leadership Team at pupil progress meetings with teachers and teaching assistants to ensure that progress is made by SEND students. Within these meetings the progress and achievement of vulnerable children is monitored closely, studying attainment data in relation to year group expectations. If adequate progress is not being made, then interventions are put in place and provision is mapped accordingly. Interventions undertaken are monitored with feedback given to both our children and parents on attainment and progress.

## **How will the curriculum be matched to my child/young person's needs?**

Our school understands the importance of differentiation in enabling children to access the curriculum depending upon their needs. Obviously, it is dependent on the individual child's particular/specific needs, as well as the funding given to support the child, as to how best children can access the curriculum. This is often done through class task differentiation, discreet group support (both in and outside of classes) and through use of Class Teacher support, Teaching Assistant support and one-to-one support where applicable. The curriculum will be adapted, where is required, as will the learning environment.

It is important to make such changes in order for children to fully benefit from the broad and balanced curriculum offered at Our Lady of Grace Roman Catholic Primary School

## **How will school staff support my child/young person?**

As previously stated, Our Lady of Grace Roman Catholic Primary School understands that it is the responsibility of all teachers to cater for the special needs of our children within their classes on a daily basis. The Class Teacher will cater for the child's needs through the delivery of the curriculum throughout the day. Differentiation can be applied through many forms, depending on the specific needs of pupils. The Class Teacher, along with class/Year group Teaching Assistant as well as any support staff, are responsible for overseeing and planning the child's education programme and this will be monitored frequently. Teaching assistants and support staff can work with children in discreet, small group settings during lesson time, offer one-to-one support where appropriate and sometimes can provide intervention groups outside of the classroom.

Every staff member working with the child will have an important role to play. They are aware of the school's policies and procedures and they are updated where appropriate.

During parent review meetings, discussions will be held between appropriate members of staff and parents concerning the support their child is receiving. This is a great opportunity for any opinions and concerns to be shared and any queries explained.

## **How is the decision made about what type and how much support my child/young person will receive?**

Our Lady of Grace Roman Catholic Primary School believes that decisions surrounding the type and amount of support received are most successful when a holistic approach is adopted. Factors such as existing diagnosis, results from assessments, National Curriculum levels achieved and any other fundamental influences will be considered by all those working with the child. For instance, the Class Teacher, Teaching Assistant, the school SEND LEAD, the school nurse and the Headteacher. Outside agencies may also be involved, especially when further assessment is required, for example an Educational Psychologist, Speech and Language Therapists etc. Parents will be involved at all stages of the decision process – whether it be concerning in-house support from school or greater support as suggested by Bury, the local authority. Support is monitored regularly, as previously discussed, and any concerns can be raised with those appropriate staff involved.

## **How will my child/young person be included in activities outside the classroom including physical activities and school trips?**

Children will be included in activities outside the classroom including physical activities and school trips. Arrangements will be made to cater for the physical and medical needs in relation to transport, access to medication and support provided during residential trips. Our Lady of Grace Roman Catholic Primary School adopts an inclusive ethos and aims to embrace all opportunities available for every pupil.

## **What support will there be for my child/young person's overall wellbeing?**

Our Lady of Grace is committed to providing high quality support for the well-being of all. There are a variety of resources available to us. These resources are managed by the SEND Lead and the SLT. These resources include detailed procedures and care plans, well established and effective home school communication and access to an in-school Art Therapist. All members of staff have access to the appropriate training required to offer support to children regarding their social and emotional well-being. Staff know when to suggest that a child spends some informal time chatting and sharing feelings giving the child some time to focus holistically on their wellbeing, as well as considering their academic achievements.

Action plans have been produced for medicines such as inhalers and epi-pens to ensure they are used safely use around school. In some circumstances, a child may need a designated person to administer procedures, this will be addressed and shared with all staff and parents/guardians of the child concerned through the school care plan. Class teachers follow Our Lady of Grace Roman Catholic Primary School Behaviour Policy and these strategies will be amended as and where needed to cater for children with behavioural needs. Members of our Senior Leadership Team have the overall responsibility of overseeing the management of behaviour across the school and they will be made aware of such needs. As a school, we believe that behaviour management is a crucial factor surrounding the on-going progress of all children, including those with special educational needs. The school works closely with the Education Welfare Officer to monitor and respond to issues with attendance and again those on the SEND register will be included within this process.

## **What specialist services and expertise are available at or accessed by the school?**

Our Lady of Grace Roman Catholic Primary School is able to access a number of specialist services through Bury Council, upon demand. For example – Speech and Language Therapists, Occupational Therapists and an Educational Psychologist. At our school, we also have a designated staff member for pastoral care who works alongside children who may be temporarily experiencing family troubles, such as bereavement etc.

## **What training have the staff supporting children/young people with SEND had?**

Training and CPD is highly regarded at Our Lady of Grace Roman Catholic Primary School and this is seen as an on-going and developmental process. Training is prioritised and detailed in the School Development and Improvement Plan.

## **How accessible is the school environment?**

The school is accessible for those with wheelchairs or those with physical walking aids, as most of the grounds are on one level. Toilet facilities are easily available to those who require larger amenities. As our ethos is to be fully inclusive for all children attending our school, we believe it is important to treat children with physical and mental challenges in the same way as every other child. Education and generating understanding surrounding needs and difference is important for young people and such learning is offered through PSCH lessons and through the National Curriculum as a whole throughout the school.



## How are parents and young people themselves involved in the school?

Home-school communication is regarded highly at our school. Every child is given a reading record at the beginning of each academic year and it is used as the key point of contact between children, parents and staff. The teaching staff are available at the beginning of each day to organise convenient times to discuss any parental queries. Appointments can be made with the class teacher/head teacher when required and the school SEND LEAD is able to meet with parents too, when needed.

There are two 'Parent's Evenings' throughout the year, which allows teachers and parents to discuss progress and any issues and a 'Drop-In' evening which gives the children an opportunity to share their work with their parents.

If a child has a Statement or EHC Plan, an Annual Review meeting will be held with all those involved in the child's education/progress. This ensures, the school is catering for the child in the best ways possible, as well as an opportunity for different professionals and parents to discuss thoughts and ideas. Individual Education Plan (IEP) Targets are manageable targets designed by the class teacher and teaching assistants in consultation with children on the SEND list. This enables the children to advance through the school, with more awareness of their own goals, how to achieve them and the level of progress they are making. We believe it is valuable to involve our children in their own learning as much as possible in order for them to achieve their highest potential.

## How do you involve other agencies in meeting the needs of children/young people with SEND and in supporting families?

Referrals can be made where it is felt necessary to a variety of different agencies and specialists. Again, the parents are involved during the whole process and once a referral has been sent, updates are given regarding appointments or assessments that are consequently given.

## Who can I contact for further information?

If you have concerns regarding your child, the first point of contact should be the class teacher. If you have any concerns surrounding SEN, the class teacher may refer you (sometimes along with themselves) to the Special Educational Needs & Disabilities Lead Mr Barker. Contact can be made by phoning the school office or by written communication through the child's planner.

Bury council also provide other services that may be of use to you, for instance, Information and Advice Support Service Network (IASS), previously known as Parent Partnership Service, Additional Needs Team and Educational Psychologist. A list of these can be found through the Bury Services directory website.



## How will the school prepare and support my child/young person to join the school, transfer to a new school or the next stage of education and life?

Preparation will be made accordingly by Our Lady of Grace Roman Catholic Primary School upon entry to the school. Transition meetings are arranged for between Key Stages / secondary school; with parents, teachers and other appropriate professionals to attend. This is to ensure a smooth transition for both children and parents. Any issues will be discussed and support will be amended where appropriate, through the Local Authority. It is our aim to equip children effectively for later life by helping them to become as independent as possible in both the short and long term.

## What other support is available?

Find out more about the local offer of support which is available for disabled children and young people and those who have SEND on the Bury Service Directory <http://www.theburydirectory.co.uk/kb5/bury/directory/localoffer.page> or by contacting the Family Information Service:

Telephone: 0161 253 5000 Monday to Friday, 8.30am until 5pm

Email: [theburydirectory@bury.gov.uk](mailto:theburydirectory@bury.gov.uk)

Twitter: @burycouncil

Facebook: [www.facebook.com/burycouncil](http://www.facebook.com/burycouncil)

**This policy was last reviewed by Governors Autumn 2024**