

# Special Educational Needs (SEN) Information Report

Field View Primary School



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## Introduction

Dear parents and carers,

The aim of this information report is to explain how we implement our Special Educational Needs and Disabilities (SEND) policy. In other words, we want to show you how SEND provision works at our school.

As always, if you have any further questions, please do not hesitate to contact me.

Yours sincerely,

Mr M Craddock

*Special Educational Needs and Disabilities Co-ordinator*

Field View Primary School

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## 1. What types of SEND does Field View provide for?

Our school will make reasonable adjustments to provide provision for pupils with the following needs:

AREA OF NEED	CONDITION
<b>Communication and interaction</b>	Autism spectrum disorder
	Speech and language difficulties
<b>Cognition and learning</b>	Specific learning difficulties, including dyslexia, dyspraxia, dyscalculia
	Moderate learning difficulties
	Severe learning difficulties
<b>Social, emotional and mental health</b>	Attention deficit hyperactive disorder (ADHD)
	Attention deficit disorder (ADD)
<b>Sensory and/or physical</b>	Hearing impairments
	Visual impairment
	Multi-sensory impairment
	Physical impairment

## 2. Which staff will support my child, and what training have they had?

Mr Craddock has worked in education for over 16 years. He is a qualified teacher, who has taught in both mainstream and specialist settings, across a range of age ranges. Mr Craddock is currently working towards achieving the National Award in Special Educational Needs Co-ordination. He is allocated a full timetable to manage SEND provision across the school.

## **Class teachers and teaching assistants (TAs)**

All of our teachers and teaching assistants receive in-house SEND training and are supported by the SENDCo to meet the needs of pupils who have SEND. Some recent training we have undertaken is listed below:

### 2021-22

- Sensory Introduction training, led by the Outreach Service
- Introduction to Early Years Sensory Needs, led by the Special Needs Early Years Service
- Situational Mutism training, led by the Outreach Service

### 2022-23

- Inclusive Classroom Practice for Children with Social, Emotional and Mental Health (SEMH) Needs, led by a Team Teach practitioner
- Sensory Snacks and Deep Pressure, led by the Outreach Service
- Attachment and Trauma training, led by the Outreach Service
- Expanding use of In Print (symbol software), run by the SENDCo
- Pupil Voice, run by the Outreach Service
- Lego Based Therapy training for the SEND team, led by the Outreach Service

### Upcoming for 2023-24

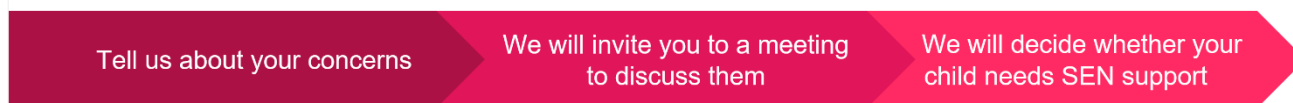
- TAC PAC sensory intervention CPD for the SEND team, led by the Outreach Service.
- Down's Syndrome CPD for staff working in the EYFS, led by the Special Needs Early Years Service

## **External agencies and experts**

Sometimes we request input from external agencies to gain further advice and support to meet the needs of individual children with SEND. These include:

- Speech and language therapists
- Educational psychologists
- Special Needs Early Years Service (for children under 5)
- Outreach Service (for children 5 and over)
- Cognition and learning specialist teachers
- Occupational therapists
- GPs or paediatricians
- School nurses
- Visual Impairment Team
- Hearing Impairment Team
- Inclusion Team
- Child and adolescent mental health services (CAMHS)
- Education welfare officers
- Social services and other LA-provided support services
- Voluntary sector organisations

### 3. What should I do if I think my child has SEN?



If you think your child might have SEN, please contact the school office on 01902 925701 or [office@fieldviewprimary.org.uk](mailto:office@fieldviewprimary.org.uk) to arrange for your child's class teacher to contact you.

If necessary, the SENDCo will contact you to discuss your concerns.

We will meet with you to discuss your concerns and try to get a better understanding of what your child's strengths and difficulties are.

Together we will decide what outcomes to seek for your child and agree on next steps.

We will make a note of what's been discussed and add this to your child's record.

If we decide that your child needs SEN support, following a cycle of assess-plan-do-review, we will formally notify you and your child will be added to the school's SEND register.

### 4. How will the school know if my child needs SEN Support?

SEN Support is the system by which Field View assesses the needs of children and then provides appropriate support.

A pupil has SEND if they have a learning difficulty or disability that requires special educational provision to be made for them due its impact leading to:

- A significantly greater difficulty in learning than most others of the same age, or
- A disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools

Class teachers will regularly assess the progress of all pupils and identify any whose progress:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better their previous rate of progress
- Fails to close the attainment gap between them and their peers
- Widens the attainment gap

This may include progress in areas other than attainment, such as wider development or social needs. When teachers identify an area where a pupil is making slow progress, they will target the pupil's barrier(s) to learning with adapted, high-quality teaching. If progress does not improve, the teacher will raise the issue with the SENDCo to have an initial discussion about whether this lack of progress may be due to a Special Educational Need.

Slow progress and low attainment does not automatically mean a pupil is recorded as having SEND. Other potential causes of impact on progress will be considered, such as the impact of attendance, changes in home life and/or a new medical condition. Staff will also take particular care in identifying and assessing SEND for pupils whose first language is not English.

The school will put your child and you at the heart of all decisions made about our SEND provision. When we are aiming to identify whether a pupil needs SEND provision, we will have an early discussion with you and your child. These conversations will make sure that:

- Everyone develops a good understanding of the child's areas of strength and barriers to learning
- We take into account any concerns that parents/carers/families have
- Everyone is clear on what the next steps are

Based on this information, the class teacher and SENDCo will work together to decide whether your child needs SEN Support. If your child does need SEN support, their name will be added to the school's SEN register: the SENDCo will then work with the class teacher to create a SEN Support Plan for them. This will be produced with input from you and your child.

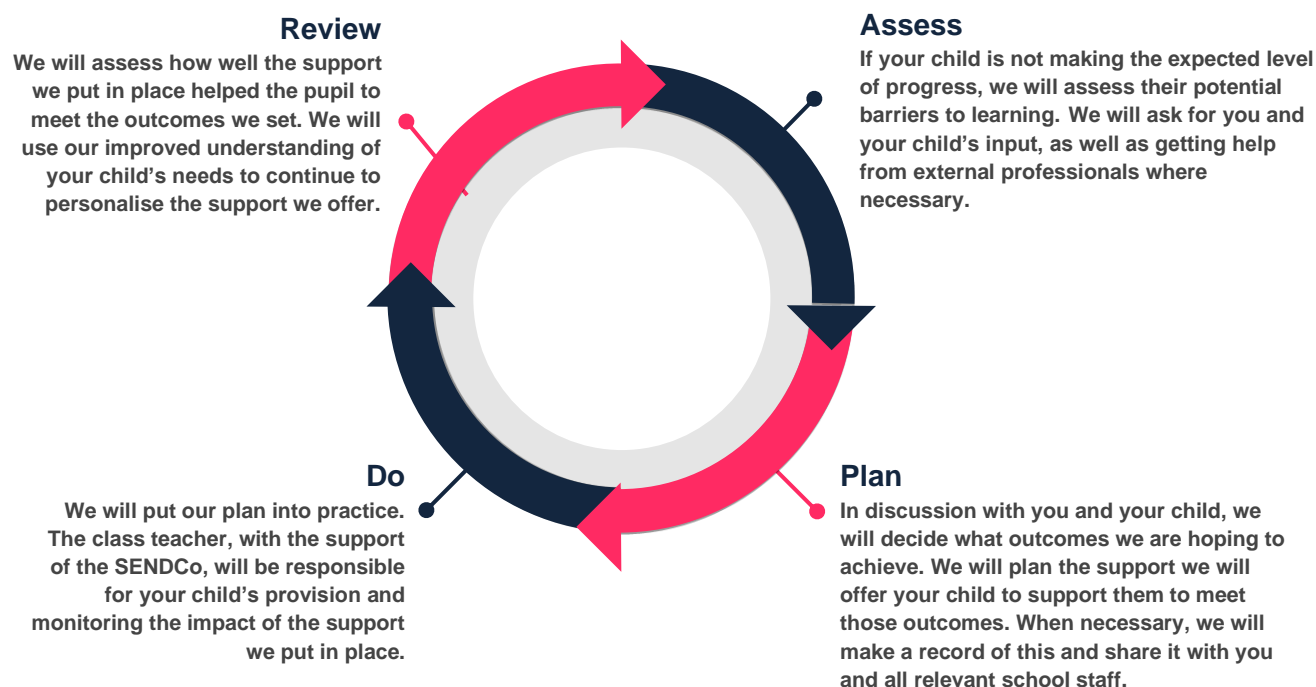
Where necessary the SENDCo will, in consultation with you, consider consulting an external specialist.

## 5. How will the school measure my child's progress?

Teacher assessments are completed on a termly basis for all children, so that progress can be tracked.

Personalised targets for children with SEND are reviewed at least half termly by the class teaching team. If the targets have been achieved, then new ones will be set to ensure that your child continues to make progress. If targets are not achieved, the reasons for this will be discussed and targets may be adapted to ensure they are achievable.

For all children with SEND, we follow the 'graduated approach' to meet their SEND needs. The graduated approach is a 4-part cycle of **assess, plan, do, review**.



Whenever we run an intervention with your child to support their progress, we will assess them before the intervention begins. This is known as a 'baseline assessment', which we later compare with an end of intervention assessment. We do this so we can measure the impact the intervention has had on your child's progress.

This process will be continual. If the review shows a pupil has made progress, they may no longer need the additional provision made through SEN Support. For others, the cycle will continue and the school's targets, strategies and provisions will be revisited and refined.

## 6. How will I be involved in decisions made about my child's education?

We offer half-termly meetings with class teachers and teaching assistants to discuss your child's progress and SEND provision: one termly Parents Evening and one termly SEN Progress Discussion. The SENDCo may also attend these meetings to provide extra support, when necessary. A copy of your child's SEN Support plan will be shared with you at each SEN Progress Discussion.

At these meetings, you and the class team will discuss:

- Your child's progress made towards intended outcomes
- Your views to support the co-production of your child's provision, which we record as 'parent/carer voice'. We know that you're the expert when it comes to your child's needs and aspirations. Furthermore, we want to make sure you have a full understanding of how we're trying to meet your child's needs, so that you can provide insight into what you think would work best for your child.
- What we will do, what we ask you to do and what we ask your child to do to support them to make future progress

If your child's needs or aspirations change at any time, please let us know right away so we can keep our provision as relevant as possible. You can contact the school office on 01902 925701 or [office@fieldviewprimary.org.uk](mailto:office@fieldviewprimary.org.uk) to arrange for your child's class teacher to contact you.

## 7. How will my child be involved in decisions made about their education?

Pupil voice is important to us at Field View. The level of involvement will depend on your child's age and stage of development. We seek your child's views by talking to them about their likes and dislikes at school, their progress and next steps. This process is run by member of staff familiar to the child and can be supported with closed and open questions, utilising visual supports when necessary. Most importantly, staff then look to respond to pupil voice and tailor our provision, in order to meet the children's needs as precisely as we can.

## 8. How will the school adapt its teaching for my child?

At Field View we take an adaptive approach to teaching, the curriculum and the learning environment. Our Accessibility Plan can be found here: [School Policies & Procedures | Field View Primary](#). The plan documents how we support pupils with a range of needs and from a range of backgrounds to participate in our curriculum.

High-quality teaching is our first step in responding to your child's needs and your child's teacher is responsible and accountable for the progress and development of all the pupils in their class. We adapt (or differentiate) how we teach to support pupils to make progress and to ensure learning is meaningful.

These adaptations include, but are not limited to:

- Adapting our curriculum to make sure all pupils are able to access it. For example, by adapting tasks, planning use of groups, planning adult support and adapting the teaching style or content of the lesson.
- Adapting our teaching, For example, giving longer processing times, pre-teaching key concepts and/or reading instructions aloud.
- Ensuring that children who receive SEN Support receive weekly support to work towards their personalised targets.



- Personalising timetables to meet the individual needs of pupils
- Using recommended aids, such as desktop supports, visual timetables or adapted texts.
- Organising small withdrawal intervention groups, according to children's needs, such as: Read, Write, Inc. phonics boosters, Cool Characters fine motor intervention, sensory circuits and Drawing & Talking therapy.

These interventions are part of our contribution to Wolverhampton's local offer - [Wolverhampton Local Offer | Wolverhampton Information Network](#)

## 9. How will the school evaluate whether the support in place is helping my child?

We will evaluate the effectiveness of the provision for your child by:

- Reviewing all children's curriculum progress each term
- Reviewing the impact of interventions after a specified number of weeks
- Valuing pupil voice
- Termly monitoring of personal SEN Support targets by the SENDCo
- Holding an annual review, if your child has an education, health and care (EHC) plan

## 10. How will the school resources be secured for my child?

It may be that your child's needs mean we need to secure:

- Extra equipment or resources
- More teaching assistant hours
- Further training for our staff
- External specialist expertise

If that's the case, we will consult with external agencies to get recommendations on what will best help your child access their learning. The school will cover up to £6,000 of any necessary costs, as part of the SEND notional budget. If funding is needed beyond this, we will seek it from the local authority.

## 11. How will the school make sure my child is included in activities alongside pupils who don't have SEND?

At Field View, we are passionate about making whatever reasonable adjustments possible to remove barriers to pupils with SEND enjoying the same activities as their peers. We look to enable this by:

- Striving to ensure children with SEND access a broad curriculum. Intervention sessions are scheduled and reviewed to ensure that the curriculum is not narrowed for these children.
- Ensuring our extra-curricular activities and school trips are available to all of our pupils, except in exceptional circumstances, with necessary support arrangements made in agreement with families.
- Ensuring all pupils are encouraged and supported to take part in Sports Days and special workshops

## 12. How does the school make sure the admissions process is fair for pupils with SEN or a disability?

We use Wolverhampton City Council Admissions to allocate children to our school. Before and after a child has been allocated a place at Field View Primary School, we invite you into school for a walk round and discussion. This supports us to consider reasonable adjustments required to meet the SEND needs of your child.

Children who have an Education, Health and Care Plan (EHCP) are not admitted to Field View through Wolverhampton City Council Admissions. For children who have an EHCP, their school placements are reviewed as part of each annual review, by Wolverhampton SENSTART (Special Educational Needs Statutory Assessment and Review Team).

For children who have been issued a draft EHCP, parents/carers can name their preferred choice of school/setting on a Parent Preference Form. The local authority must then consult with your preferred choice of school/setting before naming it in the EHCP. The school/setting has 15 days to respond. The local authority may consult with other schools/settings.

Secondary school placements for children at Field View, who already have an EHCP, will be addressed through a transition review of their EHCP in before the end of Year 5.

## 13. How does the school support pupils with disabilities?

We strive to make reasonable adjustments to ensure that the facilities we provide help disabled pupils access our school, through the provision of auxiliary aids and working closely external services

Our Accessibility Plan can be found here: [School Policies & Procedures | Field View Primary](#) . The plan documents the following:

- Our evaluation of how the school's physical environment enables disabled pupils to take better advantage of the education, benefits, facilities and services we provide
- Our evaluation of the extent to which disabled pupils can access the curriculum
- Our evaluation of the availability of accessible information to disabled pupils

## 14. How will the school support my child's mental health and emotional and social development?

At Field View, we have a dedicated pastoral team, led by Mrs N. Alaimo, our Pastoral Manager. We provide support for pupils to progress in their emotional and social development in the following ways:

- Our pastoral team organise regular pastoral input for children whose mental health, emotional health and social development requires additional support
- At Field View, we have targeted SEMH interventions that children can access, such as Drawing and Talking, Socially Speaking, calm lunchtime group, Situational Talking 1:1 sessions and proactive 1:1 check ins with members of the pastoral team.
- We have a 'zero tolerance' approach to bullying. Please see our behaviour policy at [School Policies & Procedures | Field View Primary](#) for further information.
- Further information about our Personal, Social and Health Education curriculum can be found at [PSHE | Field View Primary](#)
- Pupils with SEND are encouraged to be part in after school clubs, such as Commando Joe, football, dance and board games, to promote teamwork skills and opportunities to build friendships
- Pupils with SEND are also encouraged to be part of the School Council

## **15. What support will be available for my child as they transition between classes or settings?**

### **Between years**

To help pupils with SEND be prepared for a new school year we:

- Organise meeting between the current teacher and next year's teacher to discuss how to meet pupils' additional needs.
- Use pupil profiles for children with SEND, to share successes, barriers to learning, pupil voice and reasonable adjustments to be made in class to support their access to learning.
- We offer families the chance to complete an 'All About My Child' profile before the summer holidays, ready to share with the child's new class teacher, in preparation for the start of the school year.
- Schedule sessions for children to meet their upcoming teacher towards the end of the summer term
- Offer social stories and visuals to support a children who are anxious about the upcoming changes.
- Plan for further opportunities for children to interact with their soon-to-be-new teacher, if further transition support is required

### **Between schools**

When your child is moving on from our school, we will liaise with the secondary school SENDCo/Head of Year 7 to share relevant SEND information.

Pupils will be prepared for the transition by:

- Practising with a secondary school timetable and support with how to get organised independently
- Meeting staff from the new school
- Sometimes we work alongside the secondary schools to plan extra transition days when necessary.
- For children with EHCPs, we will organise enhanced Team Around the Child (TAC) transition meetings in the summer term, involving families, Field View and the new secondary school.

## **16. What support is in place for children in care with SEND and children previously in care with SEND?**

Mr Craddock is also the school's Designated Teacher, with responsibility for co-ordinating provision for children in care. Mr Craddock and Mrs Alaimo, the Pastoral Manager, will make sure that staff involved understand the additional needs and circumstances of a child in care or a child previously in care, then how the child can be supported through proactively planned teaching and nurture.

Children with SEND, who are in care or were previously in care, will be supported much in the same way as any other child who has SEND. However, children in care will also have a personal education plan (PEP) termly meeting, involving the school and other professionals who support the child's family. We will make sure that the PEP and any SEN support plans or EHC plans are consistent.

## 17. What should I do if I have a complaint about my child's SEN support?

Where parents/carers have concerns about our school's SEND provision, they should first raise their concerns informally with the class teacher and/or SENDCo. We will try to resolve the complaint informally in the first instance. If this does not resolve their concerns, parents are welcome to submit their complaint formally, following the Complaints Policy, which can be found on the school website at [School Policies & Procedures | Field View Primary](#)

For a further explanation of suitable avenues for complaint, see pages 246 and 247 of the [SEN Code of Practice](#).

If you feel that our school discriminated against your child because of their SEND, you have the right to make a discrimination claim to the first-tier SEND tribunal. To find out how to make such a claim, you should visit: <https://www.gov.uk/complain-about-school/disability-discrimination>

You can make a claim about alleged discrimination regarding:

- Admission
- Exclusion
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

If you are unhappy with your child's EHCP, before going to a SEND tribunal, you can go through processes called disagreement resolution or mediation, where you try to resolve your disagreement with the local authority before it reaches a tribunal. For further information, see [Wolverhampton Mediation Service | Wolverhampton Information Network](#)

## 18. What support is available for me and my family?

If you have questions about SEND or would like to seek further support, please get in touch to let us know. We want to support you, your child and your family. Further support services are listed below.

- To see what support is available to you locally, have a look at [Wolverhampton Local Offer | Wolverhampton Information Network](#).
- Voice 4 Parents is Wolverhampton's independent parent/carer forum. See further information at [Voice4Parents – Wolverhamptons Parent Carer Forum – Giving a voice to parents and carers of children and young people 0-25\) with additional needs](#)
- The Wolverhampton Information, Advice and Support Service offers impartial information, advice and support on matters relating to a child or young person's special educational needs or disability from birth to 25 years: [Home | Wolverhampton Information, Advice & Support Service \(wolvesiass.org\)](#)
- The City of Wolverhampton Council's Educational Psychology Service offers a free remote consultation service to parents/carers living in Wolverhampton, and also to parents/carers of children or young people in the care of Wolverhampton Local Authority. See [Parent/Carer Consultation Service | Educational Psychology Wolverhampton - Contact us](#)
- Further Education, Health and Care Plan guidance is available at [SEND - Education, Health and Care Plans | Wolverhampton Information Network](#)