

Special Educational Needs

Introduction to SEN&D

At St Mildred's Primary Infant School we strive to ensure that all children are enabled to reach their full potential. We support the children in a range of ways to ensure that they are given every opportunity to develop in every area of their learning.

Our children are all engaged in quality first teaching; however throughout a child's education one in five children will need further additional support at some point to help them achieve their targets. All of the staff at St Mildred's Primary Infant School take responsibility to ensure that all children are immersed in an engaging, creative and inclusive education and the SENCO is responsible for leading this.

Our SENCO is Mr Neil Reeves

Department for Education Letter to Parents

Read our SEN&D Policy and ([click here to open in new window](#))

What is the Local Offer?

The Local Offer was first introduced in the Green Paper (March 2011) as a local offer of all services available to support disabled children and children with SEN and their families. This easy to understand information will set out what is normally available in schools to help children with lower-level SEN as well as the options available to support families who need additional help to care for their child.

What will it do?

The Kent framework will allow the Local Offer to provide parents/carers with information about how to access services in their area, and what they can expect from those services. With regard to Education, it will let parents/ carers and young people know how school and colleges will support them, and what they can expect across the local settings. During the last year, the Local Offer Steering Group has developed questions for schools, and trialed them with a small number of settings.

There are 14 questions, devised in consultation with parents/carers and other agencies, which reflect their concerns and interests. These will be answered by agencies, schools and colleges to provide information to parents and carers to enable them to make decisions about how to best support their child's needs.

[St Mildred's response to the Local Offer](#)

St Mildred's response to the Local Offer

1: How do we know if children need extra help?

All pupils are carefully monitored and their progress tracked. We know pupils need help if:

- concerns are raised by parents/carers, teachers, teaching assistants or the pupil's previous school
- there is lack of progress
- attainment is below national expectation
- there is a change in the pupil's behaviour
- a pupil asks for help

2: What should I do if I think my child may have special educational needs?

If you have concerns about your child and how they are progressing then please contact your child's class teacher in the first instance. If appropriate the class teacher will raise their concerns with the SENCo and your concerns will be investigated further.

If you are a new parent you should contact the SENCo directly on (01843 862035)

3: How will I know how St Mildred's Primary Infant School will support my child?

Each child's learning is carefully planned by the class teacher; it is differentiated to ensure that pupil's individual needs are fully met. This may include additional focused support or small group work by the teacher or teaching assistant as part of our quality teaching.

Every pupil is discussed six times a year at our Pupil Progress Meetings. This is shared with all members of staff that are involved in teaching and learning of that year group and the senior leadership team.

During Pupil Progress Meetings pupils are identified for intervention and support (e.g. writing, maths, social skills, fine motor skills). Interventions are detailed on a Provision Map. Parents will be informed if their child is receiving additional support at parent teacher consultation meetings. If your child is having specific interventions you will receive a letter explaining this to you.

If your child has a Statement or an Education, Health and Care Plan you will receive individual provision maps detailing your child's specific support and interventions. These will be reviewed each term and new targets set if appropriate. Parents will be invited by the SENCO to discuss their child's needs and progress.

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

When a pupil has been identified with special needs their work will be differentiated by the class teacher to enable them to access the curriculum more easily.

Teaching Assistants may be allocated to work with the pupil in a small focus group to target more specific needs.

If appropriate, specialist resources may be given to the pupil e.g. pencils grips or easy to use scissors, writing slopes, coloured overlays.

5: How will I know how my child is doing?

At St Mildred's Infant School we operate an open door policy; Class teachers are always available at the end of the school day or meetings can be arranged at a mutually convenient time.

Appointments can be made to speak to the SENCO/FLO by visiting or phoning the school office,

Additionally parents are formally invited to discuss their child's progress in our parent consultation meetings.

Progress and attainment reports are sent home at the end of Term 4 for KS1 and Term 5 for Reception. Summary reports for all pupils are sent home at the end of Term 6.

6: How will you help me to support my child's learning?

All children are supported in their home learning through regular newsletters, target information letters, information updates and access to the school website which has links to support learning.

Where appropriate, home school contact books are set up in which messages can be exchanged.

The class teacher may suggest ways of supporting your child's learning at requested meetings or during Parent Consultation Meetings.

The SENCo may meet with you to discuss how to support your child, if this is appropriate.

If outside agencies have been involved with your child they may provide ideas and suggestions that can be used with your child both at school and at home.

7: What support will there be for my child's overall well-being?

Every member of staff is committed to ensuring the well being of all children.

The school offers a range of pastoral support for all pupils who are experiencing emotional difficulties at any one time.

Some pupils may attend social skills groups run by Mrs Carter our Learning Mentor.

Our Family Liaison Officer, Mrs Mandy Cliff supports children and their families and is able to signpost support groups.

Mrs Cliff is also a qualified Therapeutic Play Therapist and is able to support a small number of children who need specific emotional support.

8: Pupils with medical needs

If a pupil has a medical need they will have a Healthcare Plan which is compiled in consultation with parents/carers. Where appropriate this will be supported by an external healthcare professional. The plan is discussed with all staff who are involved with the pupil.

As required the appropriate staff will receive regular epipen, asthma, diabetes training delivered by the school nursing team.

Where necessary and in agreement with parents/carers medicines can be administered in school but only prescribed medicines with parental consent and in the original packaging with the prescription label.

9: What specialist services and expertise are available at or accessed by the school?

At times it may be necessary to consult with outside agencies to receive specialised expertise. Specialist involvement is sought where a child's needs are felt to be significant and they have not responded to the interventions already put in place. The agencies used by the school include:

- STLS - Specialist Teaching and Learning Services
- Speech and Language Therapy Service
- FISS - Foreland Inclusion Support Service
- Laleham Gap Outreach Service
- Educational Psychologist
- CAMHS (Child and Adolescent Mental Health Service)
- St Anthony's Outreach Specialist Teacher
- Social Care
- Integrated Therapy and Care Coordination Services (ITACC) - Physiotherapy, Occupational Therapy and specialist nursing.
- School Nurse

Specialist support is usually arranged after a Local Inclusion Forum Team (LIFT) meeting where professionals will decide what a child needs to improve in their learning. The aim of LIFT is to gain an understanding of and try to resolve a child's difficulties.

10: What training have the staff supporting children and young people with SEND had or are having?

The SENCo has Postgraduate diploma in Enabling Learning and is completing the National Accreditation for SENCo.

The Head of School has an MA in Education (Enabling Learning, Inclusion and Institutional Development)

Each member of staff has specific training to match the needs of the children..

All staff receive regular training as well as local and national updates.

11: How will my child be included in activities outside the classroom including Educational Visits?

All pupils are eligible to participate in activities, events and educational visits. Risk assessments are carried out and procedures are put in place to enable all children to fully participate. However, if it is deemed that an intensive level of 1:1 support is required a parent or carer may be asked to accompany their child during a specific activity or visit

12: How accessible is the school environment?

The school's accessibility plan is regularly updated and reviewed. As a school we are happy to discuss individual access requirements. Facilities we have at present include:

- A care suite including a toilet adapted for disabled users.
- Several access ramps
- Disabled parking bay

13: How will the school prepare and support my child when joining St Mildred's Infant School or transferring to a Junior school?

As a school we understand that changing schools can be distressing for some children and therefore we aim to make the transition process successful through:

- A carefully planned and well managed transition programme enables children to enter school feeling confident
- We visit most nurseries and discuss the children's needs with their current setting
- Meetings are arranged for specific pupils whose needs have been identified and parents, the setting and staff agree a plan for successful entry to school.
- All Year 2 children engage in transition activities in Term 6.
- We prepare personalised transition books which includes photographs which will support the transition process.
- For some pupils additional visits are arranged to the infant school or their junior school
- Children with significant needs have an individual transition programme.
- The SENCo meets with and passes on SEN pupils files and information to their relevant school

14: How are the school's resources allocated and matched to children's special educational needs?

The SEN budget is allocated each financial year. The money is used to provide additional support and/or resources dependent on an individual's or cohort's needs. The additional provision may be allocated after discussion with the class teacher at pupil progress meetings or if a concern has been raised by them at another time during the year.

For pupils with a high level of need St Mildred's Primary Infant School will apply for additional funding to help individual needs further.

15: How is the decision made about how much support my child will receive?

All pupils are discussed at Pupil Progress Meetings six times a year and support, resources and intervention programmes are allocated and evaluated at these meetings to ensure best use of the budget and pupil's needs are met.

Parents are informed if their child is receiving additional support each seasonal term.

16: How will I be involved in discussions about and planning for my child's education?

All parents are encouraged to contribute to their child's education. This may be through:

- Discussions with the class teacher
- During parent-teacher consultation evenings
- During discussions with the SENCo, and other professionals.

17: Who can I contact for further information?

If you wish to discuss your child's educational needs please contact your child's class teacher in the first instance.. If you are a new parent you should contact the SENCo directly on 01843 862035.