

This policy applies to all pupils in the school, including in the EYFS

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Edenhurst Preparatory School is a coeducational non-selective independent school for pupils aged 0-11.

School beliefs

Edenhurst Preparatory School believes that all pupils are entitled to high quality, well-planned and well-organised teaching, which will enable them to participate in a broad and balanced curriculum and to be part of the social life of the school.

Introduction

Many young children enter school with a variety of learning difficulties or delayed development. Consequently, all teachers of nursery, reception and infant classes are required to create appropriate learning environments for children with a diversity of learning difficulties.

Edenhurst Preparatory School is an inclusive school where all pupils are valued, and included in all aspects of school life. Reasonable steps are taken so that all pupils are given opportunities to fulfil their potential, and participate in a broad and balanced curriculum and to be part of the social life of the school. Where necessary, pupils may have personalised learning programmes in order for them to progress.

This Policy details how support is to be identified and provided.

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COMPLIANCE

This policy complies with the statutory requirements laid out in the SEND Code of Practice 0 – 25 (September 2015) and has been written with reference to the following guidance and documents:

- Equality Act 2010: advice for schools DfE Feb 2013
- SEND Code of Practice 0 – 25 (September 2015)
- Schools SEN Information Report Regulations (2014)
- Statutory Guidance on Supporting pupils at school with medical conditions April 2014
- The National Curriculum in England Key Stage 1 and 2 framework document Sept 2013
- Safeguarding Policy
- Accessibility Plan
- Teachers' Standards 2012

The Equality Act (2010) sets out the legal obligations that schools and early years providers have towards disabled children. In line with this act, we are committed to not directly, or indirectly discriminate against, harass or victimise disabled children. We will make reasonable adjustments to ensure that disabled children are not at a substantial disadvantage compared with peers.

We are aware of the non-statutory documents Mental health and behaviour in schools (March 2015) and Counselling in schools: a blueprint for the future (March 2015) and are considering guidance found in these in order to support children who suffer from, or are at risk of developing mental health problems.

This policy was created by the school's SENCO in liaison with the Senior Management Team, all staff and parents of pupils with SEND, as suggested in the spirit of current reform.

Special Educational Provision

The Equality Act 2010 retains the previous definition of disability:

'A physical or mental impairment which has substantial and long term adverse impact on a person's ability to carry out normal everyday activities'.

This has some overlap with the definition of 'special educational needs' in the Children and Families Act 2014 (which includes pupils with significantly greater difficulty in learning than the majority of children of his/her age, or a disability which means that a pupil cannot make full use of the general educational facilities provided for pupils of their age in mainstream state schools) but not all pupils are disabled by their SEN and vice versa.

At Edenhurst Prep School, we endeavour to secure special educational provision for pupils for whom this is required, that is '**additional to and different from**' that provided within the differentiated curriculum to better respond to the four areas of need identified in the new Code of Practice:

- Communication and interaction
- Cognition and learning
- Social, mental and emotional health
- Sensory/physical

(New Code of Practice September 2014) (See Appendices for definitions)

At Edenhurst Prep School, we believe that a pupil has special educational needs if:

- He or she has a learning difficulty or disability which calls for special educational provision to be made
- A learning difficulty or disability is a significantly greater difficulty in learning than the majority of others of the same age

Edenhurst Prep School recognises that high achieving children are recognised as having a 'special educational need' and provision will be made to meet these needs. (See Gifted and Talented Policy).

Aims and Objectives

At Edenhurst Prep School, we aim:

- To identify and provide for pupils who have SEN and additional needs
- To work within the guidance provided in the SEND Code of Practice, 2014
- To operate a “whole pupil, whole school” approach to the management and provision of support for special educational needs
- To provide a Special Educational Needs Co-ordinator (SENCo) who will work with the SEN Inclusion Policy
- To provide support and advice for all staff working with special educational needs pupils
- To create an environment that meets the special educational needs of each child to engage in activities alongside pupils who do not have SEN
- To request, monitor and respond to parents/carers and pupils views in order to evidence high levels of confidence and partnership
- To make clear the expectations of all partners in the process
- To ensure a high level of staff expertise to meet pupil need, through well targeted continuing professional development
- To ensure support for pupils with medical conditions full inclusion in all school activities by ensuring consultation with health and social care professionals
- To identify the roles and responsibilities of all staff in providing for children’s special educational needs through reasonable adjustments to enable all children to have full access to all elements of the school curriculum
- To work in cooperation and productive partnerships with the Local Education Authority and other outside agencies, to ensure there is a multi-professional approach to meeting the needs of all vulnerable learners

Whole School Graduated Approach to SEN Support

Edenhurst Prep School takes a whole school approach to the provision for pupils with SEN through assessing, planning, delivering, reviewing and recording of information, to ensure that all children achieve their potential.

1. Identification of Needs

At Edenhurst Prep School, it is the role of the class teacher in the first instance, to identify any pupil who may have SEN.

‘Slow progress and low attainment do not necessarily mean the child has SEN. The class teacher working with the SENCo should assess whether the child has SEN’.

SEN COD 0-25(2014).

Before identifying a child as needing SEN support the class teacher, with the SENCo support, will establish a clear analysis of the pupil’s needs.

2. Analysis of Needs

The ongoing process of **formative and summative assessment** is an integral part of the teaching and learning process at Edenhurst Prep School, providing information useful to the pupil, the teacher and the parents. It demonstrates what has been learned, identifies successes and gaps in learning and should identify what the next learning stage should be. It also provides valuable information about how the curriculum could be suitably adapted and which methodologies should be adopted to meet individual needs. Where current rates of progress for individual pupils are inadequate (see appendices for definition), arrangements for appropriate screening and support will be made through the school’s graduated approach to SEN.

At Edenhurst Preparatory School, every child will be tested using standardised tests appropriate for the age of the child. Alongside such tests, observations of written work, oral ability, behaviour and attitude will also be taken into account when assessing the progress of pupils. Progress can be tracked using statistics from end of key stage / optional tests in Maths and English.

Consultation with other members of staff and parents and concerns raised at Learning Support meetings also form an essential part of the assessment process. As recognised by the Code of Practice, a child's parents can contribute to "the shared view of a child's needs and the best way of supporting them." Parents may be asked for their views and opinions by the Head teacher, Learning Support teacher or class teacher, and are welcome to supply any information, which they feel pertinent through the same channels.

A full range of tests used in school can be found in the *Policy for Assessment and Reporting*. It is acknowledged that pupils with LDD/SEN will have written work corrected with discretion so that they are not discouraged.

Analysis of test scores may reveal unexpected results or those, which are out of the ordinary. Within a range of observations, Reading Ages below chronological ages and standardised test scores of less than 100 (50 in the case of ASPECTS or PIPS) could be regarded as indicators of Special Needs or the need for Learning Support.

It is recognised that Learning Support may be temporary and only in one sphere of the curriculum.

The definition of SEN states that a child is considered to have SEN if they have a learning difficulty that requires special educational provision to be made for them. A learning difficulty may be recognised as a significantly greater difficulty in learning than the majority of children of the same age, or a disability, which prevents or hinders the child from making use of educational facilities generally provided for children of the same age.

Raising a Concern - Procedure

- **Assess:** The class or subject teacher, working with the SENCO, will carry out a clear analysis of the pupil's needs
- **Plan:** In consultation with the parent and pupil, agree the adjustments, interventions and support to be put in place as well as the expected impact on progress, development or behaviour, along with a review date.
- **Do:** The class or subject teacher remains responsible for working with the pupil. The SENCo will support the main class/subject teacher in the further assessment of the pupil's particular strengths and weaknesses, in problem solving and advising on the implementation of support
- **Review:** The effectiveness of the support and interventions and their impact on the pupil's progress is reviewed annually; the impact and quality of the support and interventions is evaluated by the SMT along with the views of the pupil and their parents; the support is revised in light of the pupil's progress and development in consultation with the pupil and parents.

The above process will assist the SENCo in determining whether a child should be entered on the SEN Register

Identifying behaviour as a need is not an acceptable way of describing SEN. Any concerns relating to a pupil's behaviour will be described as an underlying response to a need, which we will be able to recognise and identify clearly. (See Anti-Bullying Policy).

Learning Support Register: Storage and Management of Information

Edenhurst Prep School uses an electronic database, in the MIS, (iSAMS), to record the SEN register and steps taken to meet the needs of individual pupils. These records may also contain reports written by other professionals.

The SENCo will ensure that all staff are familiar with the SEN Register and the identified strategies for learning in relation to the pupils they teach.

The SENCO is responsible for ensuring that these records are kept and available when needed. These are available to share with parents at Parents Evenings, twice yearly, or more frequently if an IEP is, say, reviewed each term.

Individual Education Targets

Individual Targets for pupils are generated by their form or subject teacher, as appropriate, (*see the Policy for Assessment and Reporting*). For pupils receiving additional Learning Support lessons, these targets may be broken down into smaller and more rapidly attainable targets. The Learning Support teacher in consultation with Form or subject teachers may write these.

Emphasis is placed upon the involvement of parents; their right to information, advice and support regarding their child's education is stressed. A pupil's participation in his/her own progress is also important - they need to know what their targets are and how they are expected to achieve them.

It is desirable that an annual review of pupils' progress takes place in the Trinity term, taking into account all aspects of achievement. This information is then passed on to the next teacher.

Progress towards achieving individual targets can be measured in a variety of ways, focusing on the extent to which

- the child closes the attainment gap with their peers
- the attainment gap is prevented from growing wider
- progress is similar to that of the child's peers who are starting from the same attainment baseline, but less than that of the majority
- progress matches or exceeds the child's previous rate of progress
- greater access has been facilitated to the full curriculum
- there has been improvement in self-help, social or personal skills
- improvements in the child's behaviour have been observed

Individual Education Plans are completed for pupils whose difficulties affect their day to day performance in the classroom. The aim of these is to target specific areas of learning or behaviour. Targets should be in addition to the normal learning targets and should be:

- CSMART – challenging; specific; measurable; achievable; realistic; time-bound.
- Only three or four in number
- Relate to the area of need for the child: communication, English, Maths, behaviour and social skills.

All staff members have access to individual information via the school system. Paper copies of completed IEPs are collated by the SENCo.

Provision of Learning Support Lessons

Pupils on the Learning Support Register may be withdrawn from class in order to access support lessons according to their needs.

Otherwise, pupils will receive support from the Form or subject teacher by the planning of differentiated work and targets.

Pupils who receive support will be from the following categories:

- pupils with a statement of educational needs
- pupils who are assessed as 'C' or greater on the dyslexia scale
- 'Target Readers (pupils whose reading age is below their chronological age)

- ‘Target Spellers’ (pupils whose spelling age is below their chronological age)
- pupils whose Maths age is below their chronological age
- pupils for whom English is not their first language
- pupils on the Learning Support Register for any other reason

Provision for pupils with EHC Plans or statements

From 1 September 2014, there have been no new statements of SEN. Education, Health and Care Plans (EHC plans) have been introduced instead.

In accordance with the school’s admissions policy, Edenhurst Preparatory School admits children who will benefit from the education offered and who will contribute to and benefit from the ethos and activities of our school community. In respect of an application for a place for a pupil with SEND, including a pupil with an EHC plan or statement, the school will have regard to these criteria and also to whether, given its limited facilities for pupils with SEND, the school can make reasonable adjustments to cater adequately for such a pupil. Similarly, the school will not refuse admission for a child with SEND on the grounds that he or she does not have an EHC plan, but will make a judgement with regard to the criteria above and whether appropriate reasonable adjustments can be made. This may include supporting parents in the application for a statutory assessment for an EHC plan.

The school acknowledges its responsibility, within the bounds of reasonable adjustment, to identify, assess and make appropriate provision for children with SEND, whether or not they have an EHC plan. Accordingly, where assessment determines that a pupil’s individual needs may be best served by a statutory assessment for an EHC plan, the SENCO will inform parents and will assist them in the necessary preparations and application for such an assessment. The school will meet its duty to respond to any request from the local authority for information relating to a statutory assessment, within 6 weeks of receipt.

Where a pupil at the school has an EHC plan or statement, the school will ensure:

- Co-operation with the local authority in undertaking the annual review of the plan, including the presentation of relevant information on the evaluation of learning and progress. Any advice and information gathered will be sent to all those invited to an annual review meeting at least two weeks prior to the meeting. The school will prepare and send a report of the meeting to everyone invited within two weeks of the meeting and will enable the local authority to undertake a review of a pupil’s EHC plan at least 7 months before transfer to another phase of education.
- Co-ordination by the SENCO of the specific provision made to support individual children who have EHC plans, together with the monitoring and review of its efficacy.
- Facilitation by the SENCO of additional staff training as required to meet the terms of the plan
- Provision of information by the SENCO to ensure that all those teaching or working with a child named in an EHC plan, are aware of the pupil’s needs and the arrangements in place in to meet them.
- Co-operation, as appropriate, with health and social care providers to meet the terms of the plan.
- Preparation, where a pupil wholly or partly funded by a local authority is registered at the school, of an annual account of income received and expenditure incurred by the school in respect of that pupil, for the local authority and, on request, the Secretary of State.

Through its evaluation procedures, the school will seek to identify improvements in outcomes. This will include, as appropriate, consultation with pupils and their parents, taking into account:

- Prevention.
- Early identification/recognition.
- How pupils and their families will be able to access services.
- How transitions between life stages and settings will be managed, including from Early Years to primary education.
- How provision and support services will enable pupils to prepare for their future adult life.

Confidentiality

The school will not disclose any EHC plan without the consent of the pupil's parents with the exception of disclosure:

- To the SEN and Disability Tribunal when parents appeal and to the Secretary of State if a complaint is made under the Education Act 1996.
- On the order of any court for the purpose of any criminal proceedings.
- For the purposes of investigations of maladministration under the Local Government Act 1974.
- To enable any authority to perform duties arising from the Disabled Persons (Services, Consultation and Representation) Act 1986 or from the Children Act relating to safeguarding and promoting the welfare of children.
- To ISI or Ofsted inspection teams as part of their inspections of schools and local authorities.
- To any person in connection with the pupil's application for disabled students' allowance in advance of taking up a place in higher education. (NB This bullet point is for secondary education only)
- To the Headmaster (or equivalent position) of the institution at which the pupil is intending to start secondary/higher education.

Learning Support Meetings

There will be at least one Learning Support Meeting for all staff each term. More meetings may be called should the need arise. The purpose of the meeting is to share information regarding all pupils currently on the Learning Support Register and to consider other pupils who may need extra support.

Dyslexia

All pupils in Year 2 will take a dyslexia-screening test. Pupils new to the school after the previous year's screening will also be tested at this time. The test can be administered in subsequent years to any child whose progress is being monitored for signs of dyslexia. Children whose test registers as 'C' (mild dyslexia) or greater, will be recommended for a full educational psychologist assessment.

The school is able to provide support for pupils with Dyslexia in individual or small group teaching as agreed with parents. However, it does not have the facilities to offer highly specialised and intensive treatment.

Further information for teachers and parents is available at <http://www.bdadyslexia.org.uk/about-dyslexia/further-information/dyslexia-style-guide.html>

The Role of The SENCo at Edenhurst Prep School

Responsibilities include:

- Compiling and managing the SEN Register
- Organising and chairing a termly meeting for all teachers to review the Register
- Overseeing the day-to-day operation of the school's SEN policy.
- Coordinating provision for pupils with SEN, including those with an EHC Plan or statement
- Overseeing the records of all pupils with SEN
- Developing effective ways of overcoming barriers to learning
- Ensuring that IEPs are produced, completed and reviewed each term
- Reading / summarising / disseminating information regarding educational reports
- Liaising with teaching staff as well as the named co-ordinator for Early Years and secondary educational establishments to discuss transition
- Liaising with secondary educational establishments to discuss transition
- Advising / liaising /managing the deployment of TAs
- Managing and developing the effective use of the school's resources
- Screening visiting pupils, reviewing the identification procedure, monitoring progress and record keeping

- Organising / attending review meetings
- Liaising with external agencies
- Identifying, order and utilise the resources available from other agencies
- Contributing to the development of curriculum policies to ensure that the provision for pupils with SEN is considered
- Supporting and advising teachers in planning appropriate programmes of work
- Monitoring progress and provide additional support to SEN pupils working in class
- Continuing C.P.D.
- Attending Bellevue SENCo meetings in order to keep up with national requirements
- Liaising, advising and supporting parents of pupils with SEN.
- In consultation with the S.M.T. review the quality of teaching, including contributing to and supporting teachers' understanding of strategies to identify and support pupils with SEN through appropriate training.

Training and Resources

A budgetary allowance is made on an annual basis to fund SEN resources. Staff training funding is through the central budget for staff CPD. Training needs of staff are identified through the staff appraisal scheme with reference to the needs of individual pupils throughout the school.

Training needs for staff are identified through the School Appraisal process. In order to maintain and develop the quality of teaching and provision to respond to the strengths and needs of all pupils, all staff are encouraged to undertake training and development.

Training (INSET) is available to the SENCo and other members of staff. Bellevue Education UK hold training and information updates each year. Consequences of any training will be passed on to other members of staff ensure effective dissemination of information. The school has membership of NASEN.

A library of support books and publications, available for all staff to use, is held within school, and this is added to when necessary. Current publications, such as "Special Children" are subscribed to, offering a range of up to date information and websites. The School has membership of NASEN and receives regular updates on current trends and developments.

All teachers and support staff undertake induction on taking up a post and this includes a meeting with the SENCo to explain the systems and structures in place around the school's provision and practice and to discuss the needs of individual pupils.

Support Services

Support Services are welcomed to support a child with SEN, if the child:

- continues to make little or no progress in specific areas over a long period
- continues working at National Curriculum levels substantially below that expected of children of a similar age
- continues to have difficulty in developing literacy and mathematical skills
- has emotional or behavioural difficulties which regularly and substantially interfere with the child's own learning or that of the class group.
- has sensory or physical needs and requires additional specialist equipment or regular advice or visits by a specialist service
- has ongoing communication or interaction difficulties that impede the development of social relationships and cause substantial barriers to learning
- despite having received intervention, the child continues to fall behind the level of the peer group

Valuing Parents

Edenhurst Prep School welcomes parental involvement and seeks to gain as much information as possible about the child from the parents/carers; all staff read any paperwork submitted. All discussions are dealt with confidentiality and in a sensitive manner. In partnership with parents, pupils with special educational needs will be encouraged to contribute to the assessment of their needs, the review and the transition process.

At all stages of the SEN process, the school keeps parents fully informed and involved at all stages. We encourage parents to make an active contribution to their pupil's education and hold regular meetings to share progress in addition to regular parent/pupil achievement meetings. Meetings are held at least twice yearly; parents are provided with a copy of the child's IEP.

A record is kept of any communication with parents, and all notes and action plans arising from these meetings are kept in a secure place in order to maintain confidentiality.

Arrangements for learning support and SEN pupils changing schools or leaving school

In consultation with parents, the SENCO will notify the receiving school about a pupil's learning support or SEND records, including the provision that has been made and targets met.

Considering the Pupil's Views and Opinions

At Edenhurst Prep School, the pupil's views will be sought whenever possible, by asking, listening and observing the pupil's reaction to activities and resources. A judgement is made and discussed with colleagues and parents. Though we accept that a pupil's perceptions and experiences can be invaluable, as a school, we recognise that this may not always be easy and may need to consult parents and other colleagues for further information.

Pupils with English as an Additional Language

Children who are learning English as an additional language have skills and knowledge about language similar to monolingual English speaking children. Their ability to participate in the full curriculum may be in advance of their communication skills in English. The school will work to achieve the following for EAL pupils

- To give all pupils the opportunity to overcome any barriers to learning and assessment.
- to welcome and value the cultural, linguist and educational experiences that pupils with EAL bring to the school
- Enable them to develop an understanding of and respect for British culture.
- To implement school-wide strategies to ensure that EAL pupils are supported in taking part in all activities.
- To help EAL pupils to become confident and fluent in speaking and listening, reading and writing in English in order to be able to fulfil their academic potential.
- To encourage and enable parental support in improving children's attainment.
- All rooms to be socially and intellectually inclusive, valuing cultural differences and fostering a range of individual identities as appropriate.
- Identify the child's strengths and acknowledge the time it takes to become fluent in an additional language.
- to ensure that, in conducting broader assessments of children's ability and progress, any limited proficiency in English will not be a barrier to understanding their wider abilities

Teaching and Learning

For the majority of their time at school, our EAL pupils will be integrated in all the same classes as our native speaking English pupils. Everyone in the school is therefore responsible for helping our EAL children become more fluent in English. During lessons teachers will:

- Show differentiated work in their planning.

- Have high expectations, expect pupils to contribute and give more than single word answers.
- Recognise that EAL children are as able as any other children and so they should be set appropriate and challenging learning objectives, with their progress being monitored carefully.
- Recognise that EAL pupils need more time to process answers.
- Allow children to use their mother tongue to explore concepts.
- Give newly arrived children time to absorb English (there is a recognised 'silent period' when children understand more English than they use. This passes if their self-confidence is maintained).
- Use groups to ensure that EAL children hear good models of English;
- Use collaborative group activities.
- Provide a range of reading books that highlight the different ways in which English is used, and in which both language and content are suitably matched to the age and maturity of the child.
- Provide phonic software and audio books as appropriate.
- Ensure that there are many opportunities for talking to both adults and peers.

Other Considerations

When organising trips and carrying out disciplinary procedures the specific needs of pupils are always considered so that individual pupils can participate fully in the event. Risk assessments are carried out and kept by the Educational Visits Coordinator.

Where parents alert the school to SEN prior to entry, this is accounted for during familiarisation procedures.

Disability Discrimination Act

Though we acknowledge that not all children with a disability have a special educational need, we have regard for the Disability Discrimination Act (1995) and will make **reasonable adjustments** to include all children and their families.

The School has a 3-year disability access plan, as required.

RSHE

The RSHE guidance makes specific reference to the teaching of RSHE to children with SEN as they may be particularly vulnerable to exploitation, abuse or discrimination. The school has considered how to deliver RSHE for children with SEN.

Pupils with Medical Conditions

Edenhurst Prep School recognises that pupils at school with medical conditions are properly supported so that they have full access to education, including school trips and physical education. If necessary, a Health Care Plan will be implemented, in consultation with parents and the Senior Teacher in charge of Pastoral Care.

Admissions

Our inclusive approach is reflected in our Equal Opportunities and Admissions policy available on the school website.. Children entering school will normally be assessed in Reading, Maths, written English and Verbal Reasoning. Parents of any child already identified as having SEN will be asked to bring relevant reports. Pupils with SEN may be admitted to a lower year group if this is deemed best for them, or to their correct year group with extra support.

(See separate Policy for Admissions).

Monitoring Progress and Evaluating Success

The SLT at Edenhurst Prep School will establish the extent to which standards (measured by e.g. exam results and standardised tests) have improved across groups of pupils with identified SEN by:

- comparing baseline data with the data collected at the assessment point
- reviewing pupils' progress in relation to the targets set
- taking account of other factors that may have affected progress
- analysing the effectiveness of educational professionals and parents working in partnership
- noticing a reduction in the total number of pupils requiring SEN provision
- noting how well pupils with SEN have access to the whole curriculum of the school
- observing an increase in independence of individual pupils with SEN
- ensuring provision for each pupil is planned for, reviewed and evaluated regularly
- ensuring the most effective deployment of resources is designed to ensure the needs of all pupils are met

Accessibility, including the Physical Environment

At Edenhurst Prep School, high quality teaching using differentiation for individual pupils, is the first step in responding to pupils who have or may have SEN. Details of differentiation are provided in schemes of work, termly and weekly planning. Planning is monitored half termly by the Headmaster. Individual teachers respond to children's needs by creating an Individual Education Plan to record individual needs. Teachers use these to inform teaching by:

- providing appropriate support for children who need help with communication, language and literacy e.g. through grouping and use of appropriate learning materials
- planning suitable experiences to develop children's understanding through the use of all available senses
- planning for children's full participation in learning, and in physical and practical activities
- helping children to manage and own their behaviour and to take part in learning effectively and safely
- helping individuals to manage their emotions, particularly trauma or stress and to take an active part in their learning
- using different learning materials or specialist equipment
- deployment of TA to work with individuals or small groups of children when appropriate
- requesting support from the SENCo both in and outside the classroom
- using specific intervention materials (see appendix)

Physical Environment

Edenhurst Prep School has a commitment to providing specialist equipment should it be needed. If it is clear that particular resource pose a threat to a pupil, these are removed. Currently, there is disabled toilet and access to it in the Nursery building. There is also disabled access to the Nursery and EYU. There is a shower available for use in the Nursery building and also in the school building (girls' changing room). Edenhurst Prep School employs a nurse who is on duty in the First Aid room during break times and lunchtimes.

Procedures for Resolving Complaints about SEN Provision

This follows the school complaints procedure. *See separate Complaints Procedure on the school website.*

Bullying

At Edenhurst Prep School, steps are taken to ensure and mitigate the risk of bullying of vulnerable learners. *See separate Anti-Bullying Policy.*

Criteria for Exiting the Learning Support Register

An annual review is held at the end of the summer term, to analyse the progress of pupils on the register. This is done with reference to exam results, results of standardised tests and progress according to national curriculum expectations. This review may result in pupils being removed from the register and others being added. In each case, parents will be informed.

Procedures For Children In EYFS

On entry to the **Nursery**, children will be assessed by establishing their ‘Starting Points’

- from information received from parents
- from observation by staff

For each child, a ‘Next Steps’ record is kept, based on the overall EYFS curriculum plan. If the child fails to keep progress with the expected rate, he/she may be considered for extra support or intervention by an outside agency.

The 2 Year Old Check, carried out on children in the Explorers room is another means by which we may consider support and or third party agency intervention.

If we consider that support and/or intervention is required, parents would be informed and invited to have input into the process, which would be recorded on the child’s file.

Examples of outside support agencies: Speech Therapist, Educational Psychologist, and Eye Specialist.

For children in EYFS, there is access to support from the Local Authority Area SENCO. He/she is able to access reports from Educational Psychologists and perhaps to recommend that parents pursue steps towards a Statement of Educational Needs.

EYFS Reception Class - all children in the Reception class will be considered to be of “no special educational need” unless they are registered on the School SEN Register.

Appendices

Separate Policies referred to in this document can be found here
<http://www.edenhurst.co.uk/content/parent-area>

Appendix 1

A) Broad areas of need as set out in the SEND Code of Practice 2014:

Communication and interaction

Pupils and young people 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 they do not understand or use social rules of communication.

The profile for every pupil 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.

Pupils and young people with ASD, including Autism, 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.

Cognition and learning

Support for learning difficulties may be required when pupils and young people learn at a slower pace than their peers, even with appropriate differentiation. Learning difficulties cover a wide range of needs, including moderate learning difficulties (MLD), severe learning difficulties (SLD), where pupils are likely to need support in all areas of the curriculum and associated difficulties with mobility and communication, to profound and multiple learning difficulties (PMLD), where pupils are likely to have severe and complex learning difficulties as well as a physical disability or sensory impairment.

Specific learning difficulties (SpLD), affect one or more specific aspects of learning. This encompasses a range of conditions such as dyslexia, dyscalculia and dyspraxia.

Social, emotional and mental health difficulties

Pupils and young people 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 pupils and young people may have disorders such as attention deficit disorder, attention deficit hyperactive disorder or attachment disorder.

Sensory and/or physical needs

Some pupils and young people require special educational provision because they have a disability which 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 pupils and young people with vision impairment (VI), hearing impairment (HI) or a multi-sensory impairment (MSI) will require specialist support and/or equipment to access their learning, or habilitation support. Pupils and young people with an MSI have a combination of vision and hearing difficulties.

Some pupils and young people with a physical disability (PD) require additional ongoing support and equipment to access all the opportunities available to their peers.

B) Other considerations

Other considerations need to be taken into account as these may also impact on the progress and attainment of our pupils;

- Disability (the Code of Practice outlines the “reasonable adjustment “ duty for all settings and schools provided under current Disability Equality legislation –these alone do not constitute SEN)
- Attendance and Punctuality
- Health and Welfare
- EAL
- Being in receipt of Pupil Premium Grant
- Being a ' Looked After Pupil'
- Being a pupil of Serviceman/woman

C) Adequate progress

The key test of the need for action is that current rates of progress are inadequate.

Adequate progress can be identified as that which:

- Prevents the attainment gap between the pupil and his peers from widening
- Closes the attainment gap between the pupil and his peers
- Shows an increased rate of progress than previously
- Ensures access to the full curriculum
- Demonstrates an improvement in self-help, social or personal skills
- Demonstrates improvements in the pupil's behaviour

Appendix 2

Further Advice:

Advice, information and training (extracted from Annex 2 of the SEND Code 2014)

The following organisations provide advice, information and training on specific impairments:

The Autism Education Trust for children and young people on the Autism Spectrum
(www.autismeducationtrust.org.uk)

- The Communications Trust for speech, language and communication difficulties
(www.thecommunicationtrust.org.uk)
- The Dyslexia SpLD Trust on dyslexia and literacy difficulties (www.thedyslexia-spldtrust.org.uk)
- The National Sensory Impairment Partnership for vision impairment, hearing impairment and multi-sensoryimpairment (www.natsip.org.uk)

Each of these organisations is working with funding from the Department for Education to support the reforms to the SEN system.

- MindEd (www.minded.org.uk) is an e-learning portal aimed at supporting all adults working with children and young people. It provides simple, clear guidance on children and young people's mental health, wellbeing and development.
- The SEN Gateway (www.sendgateway.org.uk) enables access to a broad range of materials and support services across the range of SEN.
- Early Support provides a range of information materials to families and professionals (www.ncb.org.uk/earlysupport).