



# Special Educational Needs and Disability (SEND) Information Report 2018 – 2019

## Introduction

Welcome to the Special Educational Needs and Disability (SEND) information report for Church Cowley St James Church of England Primary School (CCSJ). As a school we believe it is important that parents, carers and pupils have access to this information in order to fully understand the services available for their child/ren. We review this information annually to ensure that we are offering the best provision for the children and families of CCSJ.

## What is the Local Offer?

Following the Children and Families Act (2014) the 'Special Educational Needs and Disability Code of Practice: 0–25 Years' became effective from September 2014. From this date, the local authority and schools are required to publish information about services they expect to be available in order to support children with SEND and their families. This is known as the Local Offer.

The purpose of the Local Offer is to provide choice and transparency for families. It is an important resource for parents in understanding the range of services and provision in the local area and should support them in making informed choices and decisions regarding their child/ren. The Oxfordshire County Council Offer can be found at:

<https://www.oxfordshire.gov.uk/cms/public-site/special-educational-needs-sen>

## About Our School

Church Cowley St James is a mainstream primary school with approximately 480 pupils. Approximately 25% of our pupils are on the SEND register.

We have high aspirations and ambitions for all of our children and believe that no child should be left behind. We are determined to ensure that all of pupils are given every chance to reach their full potential and therefore we will enable pupils to access additional support in order to do this. Some children with SEND may require help throughout their time at school, whilst others may need a little extra support for a short period to help overcome temporary needs.

We provide for children with a wide range of special educational needs, including:

- *Communication and Interaction Needs:* this includes children who have speech, language and communication difficulties, including Autistic Spectrum Disorder (ASD)
- *Cognition and Learning Needs:* this includes children who have learning difficulties and specific learning difficulties like Dyslexia, Dyspraxia and Dyscalculia.
- *Social, Emotional and Mental Health Needs*
- *Sensory and/or Physical Needs:* this includes children who have visual or hearing needs, or a physical disability that affects their learning



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### How do I communicate with the school about my child's needs?

We hope to work closely with all parents and carers so that they can share their knowledge and expertise about their child, in order for your child to reach their full potential. Parents and carers are always welcome into the school in order to discuss progress, provision or concerns at a mutually agreed time.

Your child's class teacher is the first point of contact as they work with your child on a daily basis and monitor their progress. You can also meet with the Assistant Headteacher for Inclusion (Kate Dew) or the Headteacher (Steve Dew). Please contact the office in person, by telephone or email to arrange a mutually convenient time. If you feel that there is a family situation contributing to your child's progress, you can contact the Home School Link Worker who can direct you to parenting and family support.

### How does CCSJ identify children with SEND?

Our school uses Oxfordshire County Council's guidance 'Identifying and supporting Special Educational Needs in Oxfordshire schools and settings'. This guidance sets out:

- How we identify if a child has a special educational need
- How we assess children and plan for their special educational needs, and how we adapt teaching
- Ways in which we can adapt our school environment to meet each child's needs
- How we review progress and agree outcomes and involve you and your child in this

### What expertise can CCSJ offer?

The Assistant Headteacher for Inclusion (Kate Dew) is the lead for SEND at Church Cowley St James Church of England Primary School. She holds the National Award for SEND Coordination, a Masters' degree in Education and is currently undertaking a Doctorate in Education. She leads on Inclusion across the school and also is the lead for Behaviour, Attendance, Pupil Premium and Looked After Children (LAC). She is the Designated Safeguarding Lead and has completed the specialist training in safeguarding and can train others in this area. There are also four additional, trained Designated Safeguarding Leads: The Head teacher (Steve Dew), the School manager (Kerry Lenton) and two Home School Link Workers (Helen Priscott and Alison Stroud).

All staff have completed generalist safeguarding training and building positive relationships and behaviour training. The majority of support staff and some teaching staff have First Aid training and thorough training in running particular interventions. All of the teaching staff have completed training in identifying and assessing Special Educational Needs and structured conversations with parents. We encourage all staff to undertake additional training in the area of SEND in order to support their role in the school.

As well as our in-house expertise from teachers, teaching assistants and governors, we also have access to a range of specialist support services, including:

- Educational Psychology
- Special Educational Needs Support Service (SENSS), who support children with communication and language, sensory needs and physical needs (including Autism Advisory Teachers)
- Speech and Language Therapists
- Child and Adolescent Mental Health Services (CAMHS)
- School Nurse
- Occupational Therapy
- Physical Disabilities Service



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- Oxfordshire School Inclusion Team
- SENDIASS (parent advisory service)
- The Locality and Community Support Services (LCSS)
- Children's Social Care

Further information about these services and what they offer can be found on the Oxfordshire County Council SEND web pages:

<https://www.oxfordshire.gov.uk/cms/public-site/special-educational-needs-sen>

We will always discuss the involvement of specialist SEN services with you first.

### How does CCSJ work with parents, carers and children in planning for their needs?

We will always contact parents and carers if we have a concern that your child may have a special educational need and inform you if your child is placed on the SEND register. We work closely with children with SEND and their families from an early stage and liaise closely so that it is a process in partnership. This is to ensure that families are fully aware of the provision, support and progress of their child.

All children in the school have targets relating to Maths, Reading and Writing and these are updated regularly to reflect your child's progress. It may be appropriate that your child has additional targets relating to other areas of their progress, for example a speech and language target or behaviour target. Parents are made aware of their child's progress through termly meetings, reports three times per year, parent consultation evening, home/school diaries and telephone contact. Pupils are involved as far as possible in discussions about their targets, provision and progress.

### How will my child be supported in CCSJ?

The level of support that your child receives will depend on their needs, which may change over time. Many children will have their additional needs met through high quality, specifically targeted classroom teaching, also known as quality first teaching (or 'Universal support'). This provides a classroom environment where:

- All staff have high expectations of all pupils
- All lessons are well planned and build upon what children already can do in order to accelerate learning
- Groupings are well considered and match the needs of the children
- Resources are well prepared, planned for and accessible to all
- All children are fully involved in the learning
- Additional adults are deployed effectively in order to reinforce and extend skills appropriately

Some children may require additional support through small group work. This is in order to address specific gaps that have been identified in a child's learning and will be closely monitored to ensure that they are resulting in good progress. These groups may take place in the classroom or outside in an intervention space. These may be run by the class teacher or a teaching assistant who have been specifically trained in a particular intervention, or by an approved outside agency.

Some children may have needs that require one to one support. This may be in order to:

- Deliver a specialist programme of support (for example, a speech and language programme)
- Access parts of the curriculum
- Take part in an individual programme to improve Maths or Literacy
- Support your child with medical or physical needs



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- Support your child in managing social or emotional needs

### Education and Health Care Plans (EHCP)

For children whose needs are severe, lifelong and complex, the school (or you) can request that the Local Authority conduct a statutory assessment of your child's needs. The Local Authority will collate information from all agencies involved with your child and decide whether an Education and Health Care Plan is appropriate in order to best support your child's needs. You can find out more about this process through the Oxfordshire Local Offer.

### How children access the curriculum

We offer a broad and balanced curriculum for all children, including those with SEND. Details are published on the school website.

There is a wide range of children in each classroom; therefore all staff provide a personalised curriculum suitable for all of the pupils to ensure an inclusive ethos and sense of belonging. All pupils with particular needs are included as fully as possible into the classroom environment and where appropriate the curriculum is adjusted to meet the needs of all children.

### How children are encouraged to access activities outside the classroom

We make every effort to ensure that all children are included in activities and trips following risk assessments where needed and in accordance with duties under the Equalities Act 2010. We will make adjustments and provide the necessary support to ensure that this is successful. We will talk to you about what will work best for your child.

There is information about activities and events for children with SEN or disabilities in the Oxfordshire Family Information Directory:

<http://fisd.oxfordshire.gov.uk/kb5/oxfordshire/fsd/disabilities.page>

Oxfordshire's Accessibility Strategy can be read at:

[http://schools.oxfordshire.gov.uk/cms/sites/schools/files/folders/documents/SEN/guidance/Schools\\_Accessibility\\_Strategy.pdf](http://schools.oxfordshire.gov.uk/cms/sites/schools/files/folders/documents/SEN/guidance/Schools_Accessibility_Strategy.pdf)

### How will I know if SEND provision is effective?

The progress of all children is tracked throughout the school using progress measures. Data is analysed termly and all pupils are tracked and interventions organised accordingly. In addition for children with SEND, we use individual tracking sheets in order to assess whether the support that has been put in place has made an impact and to decide what support is needed next. We evaluate this progress against age-related expectations.

The Assistant Headteacher (Inclusion) evaluates how successful interventions have been and monitors data for children with SEN closely. The governing body reviews provision for SEND annually.



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### What does CCSJ do to support the wellbeing of children with SEND?

All children have the opportunity to share their views through the School Council representatives, well-being questionnaires, working groups and through their classroom adults. All children take part in Circle-Time in the classroom and are encouraged to share their thoughts and opinions. Children are invited to give their views on their school reports. Additionally, we listen to the views of children with SEND through the termly review process.

We run a number of group and individual sessions for children with SEND in order to support their wellbeing; for example, nurture groups, the Art Room, drama therapy and learning mentor sessions.

We take bullying very seriously. Awareness of cyber-bullying is provided in ICT and computing classes. We have clear procedures and recording methods in place for dealing with bullying incidents.

### How will CCSJ prepare and support my child when joining the school and transferring to a new school?

We encourage all new children and their parents and carers to visit the school before starting. For children with SEND we offer meetings with the SENCo to tour the school and discuss the facilities the school can offer in order to support the needs of the child.

Teachers liaise closely when children transfer to another class within the school. Meetings are arranged in order to transfer key information and discuss the individual needs of the children. The Assistant Headteacher for Inclusion supports in this process. All children have the opportunity to attend 'meet the teacher' days and children who require additional support in this area are offered additional visits to the classroom or to meet their new teacher.

We begin to prepare young people for transition to their next school by arranging visits to the secondary schools in the area and to liaise with the secondary school's SENCo and inclusion team to ensure that the transition runs smoothly. The CCSJ staff are happy to support with transition and parental visits to the secondary schools.

### Who do I contact for more information?

If you would like more information or you are concerned about your child having a special educational need, please contact Kate Dew (Assistant Headteacher for Inclusion) on 01865 778484 or email the school office.

If you would like impartial advice from Oxfordshire's Parent Partnership Service contact:

<https://www.oxfordshire.gov.uk/cms/public-site/sendias-oxfordshire-formerly-parent-partnership>

If you would like to know more about the opportunities for children with SEND and their families, support groups or information about SEND, these are listed in the Family Information Directory:

<http://fisd.oxfordshire.gov.uk/kb5/oxfordshire/fsd/disabilities.page>

If you would like more information about Oxfordshire's Local offer, please click here:

<https://www.oxfordshire.gov.uk/cms/public-site/special-educational-needs-sen>



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