



Kings' School

# SEND Information Report

Policy Reviewed by:	PAY	December 2022
Approved by:	FGB	December 2022
To be Reviewed	Annually	December 2023

## **SEND INFORMATION REPORT FOR PARENTS 1. Roles and responsibilities - Pupil Support**

1.1 The Pupil Support Department Leadership Team comprises of an Assistant Headteacher, two SENCOs and a Resourced Provision Coordinator as detailed below:

- Mrs A Payne – Assistant Headteacher
- Mrs K Wilde – Lead SENCO overseeing all year groups and SENCO for Years 9,10 and 11 and Exams Access Arrangements Assessor
- Ms K Housego – SENCO – Year 6 transition, Years 7 and 8
- Mrs N Matthews – Resourced Provision Coordinator
- Miss R Honour – Teacher in Charge of Resourced Provision **Other Department**

### **Members:**

- Mr A Kahl – Exams Access Arrangements Assessor
- Mrs N Bumstead – Pupil Support Exams Coordinator
- Mrs A De Wet – Pupil Support PA
- Mrs K Hay – Head of Inclusive Learning
- Miss L Smith – Inclusive Learning Coordinator

The Pupil Support Team can be contacted by email on: [pupilsupport@kingswinchester.hants.sch.uk](mailto:pupilsupport@kingswinchester.hants.sch.uk)

## **2. Definitions**

A pupil has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them.

They have a learning difficulty or disability if they have:

- A significantly greater difficulty in learning than the majority of 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.

Special educational provision is educational or training provision that is additional to, or different from, that made generally for other children or young people of the same age by mainstream schools.

## **3. SEND information report**

3.1 Our school currently provides additional and/or different provision for a range of needs, including:

- Communication and interaction, for example, autistic spectrum disorder, Asperger's Syndrome, speech and language difficulties
- Cognition and learning, for example, dyslexia, dyspraxia,
- Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD),
- Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy

3.2 Identifying pupils with SEND and assessing their needs

- 3.3 We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Such assessment includes the completion of CATs, in class baseline assessments and Reading Assessments. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:
- Is significantly slower than that of their peers starting from the same baseline
  - Fails to match or better the child's previous rate of progress
  - Fails to close the attainment gap between the child and their peers
  - Widens the attainment gap
  - This may include progress in areas other than attainment, for example, social needs.
  - Slow progress and low attainment will not automatically mean a pupil is recorded as having SEND.
- 3.4 When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.
- 3.5 If a class teacher has concerns that a pupil may have SEND, they will complete a referral form which will be passed onto the appropriate SENCo. They may request further information from the pupil and other teachers/staff/parents before making a decision whether additional support is required. If appropriate, the pupil may be monitored, or observed, in lessons to establish a picture of need.
- 3.6 A register of pupils with SEND is maintained. There are two categories: Pupils with an EHCP and those who require SEND support. Those who require SEND support are identified using Local Authority criteria and will have needs in one or more of the following areas: communication and interaction; social, emotional and mental health; cognition and learning; sensory and/or physical.
- 3.7 The SEND register is reviewed termly after each data drop. The Pupil Support Leadership Team regularly meet with the line manager of SEND, Assistant Head Mrs A. Payne and Heads of Year to discuss the progress of all pupils on the register. There are also termly meetings with representatives from the English and Maths leadership team to monitor the progress of students on the SEND register.

#### **4. Consulting and involving pupils and parents**

- 4.1 We will have an early discussion with the pupil and their parents when identifying whether they need special educational provision. These conversations will make sure that:
- Everyone develops a good understanding of the pupil's areas of strength and □ difficulty
  - We take into account the parents' concerns
  - Everyone understands the agreed outcomes sought for the child
  - Everyone is clear on what the next steps are
  - Notes of these early discussions will be added to the pupil's record and given to their parents.
  - We will formally notify parents when it is decided that a pupil will receive SEND support.

4.2 Parents and Pupils are involved in the creation of Pupil Profiles which contain barriers to learning and strategies for support within the classroom.

The SENCos and Resourced Provision Coordinator are available to meet with parents/carers to discuss progress and learning. You can book your appointments through the online system at parents evening.

## **5. Assessing and reviewing pupils' progress towards outcomes**

5.1 We will follow the graduated approach and the four-part cycle of assess, plan, do, review.

5.2 The class or subject teacher will work with the SENCo and LSA (if appropriate) to carry out a clear analysis of the pupil's needs. This will draw on:

- The teacher's assessment and experience of the pupil
- Their previous progress and attainment and behaviour
- Other teachers' assessments, where relevant
- The individual's development in comparison to their peers and national data
- The views and experience of parents
- The pupil's own views
- Advice from external support services, if relevant

5.3 Pupils' progress will be reviewed twice yearly, following the assessment cycle and using school internal monitoring and tracking processes.

5.4 All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. We will regularly review the effectiveness of the support and interventions and their impact on the pupil's progress. This process will also involve consultation with parents and pupils to gain their input into the most effective strategies.

## **6. Supporting pupils moving between phases and preparing for adulthood**

6.1 We will share information with the school, college, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.

6.2 Pupils' moving between Years 6 and 7 are offered small group transition visits to Kings', supported by the SENCo, LSAs and senior prefects. During these visits, pupils receive a taster of some subject lessons and have the opportunity to ask questions during activities. Pupils will also tour the school, to familiarise themselves with the new surroundings. Pupils are encouraged to attend summer activities at Kings' so that they can meet other pupils.

6.3 Pupils in Years 10 and 11 will be offered a careers interview to help them to make decisions about their post 16 options. If appropriate, pupils will be supported by their Linked LSA when completing their college application forms and by their SENCo with early transition visits to college. A representative from local colleges will be invited along to Year 11 Annual Reviews.

## **7. Our approach to teaching pupils with SEND**

7.1 Teachers are responsible and accountable for the progress and development of all the pupils in their class.

7.2 High quality teaching is our first step in responding to pupils who have SEND. This will be differentiated for individual pupils.

7.3 Interventions will be offered to pupils who require additional support. Ongoing training is provided to ensure that school is able to offer the appropriate interventions for pupils.

## 8. Adaptations to the curriculum and learning environment

8.1 We make the following adaptations to ensure all pupils' needs are met:

- Differentiating our curriculum to ensure all pupils are able to access it, for example, by streaming, grouping, 1:1 work, teaching style, content of the lesson, etc.
- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, Impero, DocsPlus, Claro Read etc.
- Differentiating our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.
- Through the use of reasonable adjustments and Access Arrangements in line with JCQ regulations

## 9. Our approach to teaching pupils in the resourced provision

9.1 Every pupil within the resourced provision has an up to date moving and handling plan which is reviewed to ensure that the pupil's needs are continually met in accordance with their disability.

9.2 The provision works closely with supporting agencies and parents in order to devise strategies and plans in order to suit each individual's needs.

9.3 With the exception of 2 classrooms, all areas of the school, are fully accessible.

9.4 The **Resourced Provision Co-ordinator** is responsible for ensuring that:

- Teachers and support staff understand a pupil's specific physical disability and/or medical condition
- Teachers and support staff are trained in meeting the needs of pupils with physical disabilities
- Teachers and support staff are trained in using specialised equipment, where required and trained to have an understanding of learning & physical implication of a disability
- Teachers and support staff are provided with strategies to support pupils with physical disabilities
- Provision across the school is efficiently managed

9.5 The **Teacher in Charge of the Resourced Provision** is responsible for ensuring that:

- Specialist teaching support and intervention programmes are tailored to meet the needs of pupils with physical disabilities
- The cognition and learning of pupils with physical disabilities is assessed and monitored
- Teachers and support staff are trained in meeting the cognition and learning needs of pupils with physical disabilities

To access the School Accessibility plan please click here: <https://kings-hants.com/policies/>

## 10 Additional support for learning

10.1 We have a number of learning support assistants who are being trained to deliver interventions as appropriate to the needs of the individual pupil, whilst adhering to the schools' commitment to providing a broad and balanced curriculum.

- 10.2 LSAs may support pupils on a 1:1 basis when pupils have an EHCP and require personalised support within a lesson
- 10.3 LSAs will support pupils in small groups when directed by the class teacher, or when delivering interventions including Rapid Plus Reading, Sensory Circuits, Zones of Regulation, etc
- 10.4 A small number of students are taught core subjects for a specified period of time within Tower Base by a Primary trained member of staff. This is to ensure that pupils receive a positive and nurturing approach to their Secondary Education.
- 10.5 We work with external agencies to provide support for pupils with SEND as appropriate to the needs of individual pupils and in accordance with their EHCP.

## **11. Support for Behaviour**

- 11.1 The school promotes positive behavior and has a Behaviour Policy to ensure consistency across the school. Particular consideration is given to those pupils with special educational needs and/or disability as well as those for whom English is an Additional Language when considering behaviour and sanctions. In some cases, a pupil's specific needs may affect their ability to appreciate the implications of their behaviour and they will require support to understand this as well as a different, restorative approach to sanctions.

## **12. Expertise and training of staff**

- 12.1 Both SENCOS have completed their NASENCO awards. Both have a number of years' teaching experience within the secondary sector and are committed to their own professional development as well as to the department and wider school.
- 12.2 We have a team of 40 teaching assistants made up of full and part-time members of staff.
- 12.3 In the last academic year, departmental staff have received internal and external training on the following:
- Attachment
  - Visual Impairment
  - Hearing Impairment
  - Autism
  - Dyslexia
  - Advanced Behavioural Analysis
  - Duchennes Muscular Dystrophy
  - Fire Safety and evacuation
  - Supporting Pupils in the Classroom (EEF guidance on effective use of Teaching Assistants)
  - Using Impero
  - Speech and Language Therapy support on vocabulary
  - OT support and training on Praxis
  - Providing Scribe/Reader/ PA/Oral Language Modifier support in exams
- 12.4 If an external provider is referenced as part of an EHCP, the school will consult with the Hampshire SEN Register of approved providers, before commissioning a designated provider.

## **13. Securing equipment and facilities**

- 13.1 The School will provide and secure equipment for pupils in accordance with their individual needs and in accordance with their EHCP.
- 13.2 All designated pupil and learning areas of the school are accessible to pupils with physical disabilities.

13.3 Independence is encouraged for pupils with a physical disability, but they will have the support they require from LSAs. Around the school there are various automatic doors and ramps, as well as lifts. There are accessible toilets in each building. Within the classrooms, at least one table can be raised or lowered to allow ease of access for wheelchair users.

13.4 In lessons, LSAs support pupils in line with their individual needs, for instance, some need practical assistance and scribing. Some pupils may need to be accompanied to lessons, but most are able to make their own way around the school site. All pupils are expected to take part in PE lessons, and staff differentiate activities to optimise pupil involvement.

13.5 The Pupil Support area has a physiotherapy room with beds and hoists. Pupils receive physiotherapy as outlined in their EHCPs. This is delivered by LSAs who have been trained by Physiotherapists. Occupational Therapists and Physiotherapists make weekly visits to the school to assess pupils and update their programmes as required. Therapists advise the school on the equipment needs for pupils. The physio programme is devised to ensure pupils do not miss the same lessons and, where possible, continuing their studies during physiotherapy sessions. Lockers for pupils with disabilities are also situated in the Pupil Support area, where staff are on hand to assist with access, if necessary. A newly introduced initiative has scheduled visits from wheelchair services to the school, so that pupils can have quick repairs carried out, whilst minimising time out of lessons.

#### **14. Evaluating the effectiveness of SEND provision**

14.1 We evaluate the effectiveness of provision for pupils with SEND as part of the Assess, Plan, do cycle by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions each half term
- Using pupil questionnaires
- Monitoring by the SENCo
- Monitoring and tracking pupil progress data on a termly basis
- Holding annual reviews for pupils with statements of SEND or EHC plans
- Regular communication with parents
- Through Parents Evening meetings

#### **15. Enabling pupils with SEND to engage in activities available to those in the school who do not have SEND**

15.1 The Resourced Provision supports physically disabled pupils' personal, social and emotional wellbeing, led resourced provision coordinator. They regularly update staff of any changing needs of individual pupils. There are opportunities to take part in a range of events and trips to promote the personal, social and emotional wellbeing of each of the pupils and to support their full inclusion at Kings'.

15.2 All of our co-curricular activities and school visits are available to all our pupils, including afterschool clubs.

15.3 All pupils are encouraged to go on our residential trips

15.4 All pupils are encouraged to take part in sports day/school plays/special workshops, etc.

15.5 No pupil is ever excluded by the policies of Kings' School from taking part in these activities because of their SEND.

#### **16. Support for improving emotional and social development**

16.1 We provide support for pupils to improve their emotional and social development in the following ways:

- Pupils with SEND are encouraged to be part of the school council
- Pupils with SEND are also encouraged, as appropriate, to be part of Lunch club to promote teamwork/building friendships in a quiet and supervised environment.
- We have a zero tolerance approach to bullying.
- Weekly meetings between SENCos and Heads of Year to ensure information is shared effectively and in a timely manner
- Regular meetings with Teacher of Tower Base to discuss progress of pupils being taught
- If appropriate, pupils are referred for SEMH support including ELSA, Welfare Support, Sensory Circuits or Zones of Regulation interventions

## **17 Working with other agencies**

17.1 The Pupil Support Leadership Department work with external agencies to seek specialist advice and guidance on supporting pupils within school in accordance with individual need and the contents of a pupils' EHCP.

17.2 For children who are looked after by the Local Authority but who also have SEN, we provide in school support, including ELSA and Welfare support as well as small group or 1 to 1 academic intervention where required. Kings' School also uses additional LAC funding to provide support from external agencies ranging from Winchester Youth Counselling, to Equine Therapy and N-Guage, where these provisions are indicated as beneficial in the children's EHCPs.

17.3 The department will work with any necessary agencies including:

- Child and Adolescent Mental Health Services
- Education Welfare
- County Educational Psychology Service
- Ethnic Minority and Traveler Service
- Health services
- Locality Team
- Occupational Therapy
- Social Services
- Specialist Teaching Advisers
- Speech and Language Therapists

17.4 Our local authority's local offer is published here:

<https://fish.hants.gov.uk/kb5/hampshire/directory/localoffer.page>

The Kings' School Resourced Provision is part of the Local Offer - providing high quality inclusive education for pupils with a range of physical disabilities.

17.5 Contact details of support services for parents and carers:

- Child and Adolescent Mental Health Service: <https://hampshirecamhs.nhs.uk/>
- Winchester Youth Counselling: <https://winchesteryouthcounselling.org>

- Autism Hampshire: <https://autismhampshire.org.uk/>
- SENDIASS: <https://www.hampshiresendiass.co.uk/>
- Hampshire Parent Carer Network: [participation@hpcn.org.uk](mailto:participation@hpcn.org.uk) 03003034330
- Hampshire Dyslexia Association: <https://www.hantsda.org.uk/>
- Winchester SEN Team: [Winchester.sen@hants.gov.uk](mailto:Winchester.sen@hants.gov.uk)

## **18 Contacting the school for the complaints process**

If you wish to discuss your child's special educational needs or are unhappy about any issues regarding the school's response to meeting these needs please contact the following:

- Your child's class teacher or form tutor,
- The SENCo of the appropriate year group,
- The Lead SENCo
- For complaints, please contact the Assistant Headteacher who line manages Pupil Support – Mrs A Payne who can be contacted via the school email address: [kings.school@kings-winchester.hants.sch.uk](mailto:kings.school@kings-winchester.hants.sch.uk)