



St Mary's C of E Hawkshaw Primary School
Special Educational Needs and Disability (SEND)
Information Report 2024

This report was written in line with the 2014 SEND Code of Practice (CofP), The Green paper entitled "Right support, right place, right time" and St Mary's CE Primary School's SEND policy 2023. Links to all of these documents are available on the school website.

What is the purpose of this information report?

The information below sets out what we do at St Mary's to help ensure all children flourish.

What does this report include?

SECTION 1 Contact details of SEND co-ordinators and SEND governor

SECTION 2 What types of SEND are catered for at St Mary's CE Primary School?

SECTION 3 How are pupils with SEND identified?

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SECTION 1

Contact details of SEND co-ordinator and governor

Special Educational Needs and Disability Co-ordinator (SENDCo) Mrs Claire Clark

Special Educational Needs and Disability (SEND) Governor Mr Dominic Woodward

Contact details for SENDCo and SEND Governor

Telephone: 01204886167 Email: stmaryshawkshaw@bury.gov.uk or cclark@stmaryshawkshaw.co.uk

SECTION 2

What types of SEND are catered for at St Mary's Hawkshaw?

"A pupil has SEND where their learning difficulty or disability calls for special educational provision, namely provision different from or additional to that normally available to pupils of the same age."

(SEND CofP June 2014: 94 - 95)

A pupil has a disability if they have '...a physical or mental impairment which has a long-term and substantial adverse effect on their ability to carry out normal day-to-day activities'. (Equality Act 2010: 7)

At St Mary's we welcome everybody into our school community and endeavour to cater for all SEND as categorised by the 2014 SEND Code of Practice.

- Cognition and Learning
- Communication and Interaction
- Social, Emotional and Mental Health needs
- Sensory and Physical needs

What training or qualifications do staff have to cater for the needs of pupils with SEND?

- Any training that is required to meet the needs of your child will be attended by the relevant staff.
- All staff at St Mary's are made aware of any SEND updates by the SENDCo.
- SENDCo attends SEND meetings in triads or quads led by 'Whole Education'
- Teachers are encouraged to attend SEND training ran by the Bury Primary Learning Collaborative.
- SENDCo attends network meetings to ensure they are up to date with local and national guidance.
- SENDCo was awarded the 'Master's level National Award for Special Educational Needs Co-ordinator' (NASENCo) in 2014
- All staff can access a wide range of National College online webinars for SEND.

SECTION 3

At St Mary's CE Primary School how are pupils with SEND identified?

- We strive to enable all pupils to achieve their full potential in all aspects of life.
- We apply a graduated approach to ensure all pupils are appropriately supported through their educational journey.
- Our graduated approach is in line with the 2014 SEND Code of Practice. Our approach to early identification is outlined in our policy which can be accessed on our website.
- If teachers have a concern about a child in relation to one of the four broad areas of need then they will speak to the SENDCo and next steps will be agreed.
- As parents/carers you will be informed of any concerns and will be invited to come and discuss next steps and be involved in any decision making following the co- production model.

How does St Mary's CE Primary School know if pupils need additional provision?

- When concerns are raised by teachers, parents/carers or the child.
- Limited or no progress is being made in curriculum areas.
- There is a change in the child's presentation and emotional well-being.
- Information from pre-school settings, home visits or transfer information from a previous school.
- When evidence from Notice, Check and Try suggests that a child requires longer term additional support

What should I do if I think my child may have SEN and/or a disability?

- The class teacher is the first point of contact with regard to parental concerns. They will share the information given with the SENDCo or the Headteacher.
- If you are still concerned you may directly contact school for an appointment with Mrs Clark (SENCo).

What happens if my child has a concern about how they are doing at school?

(Pupils are encouraged to share any concerns they have about their learning with their class teacher. The class teacher will then pass it on to the SENDCo if appropriate.)

- Pupils are also able to speak to a SENCo if they are concerned about their learning.
- The views of pupils are collected through pupil meetings- pupils are able to discuss their concerns with any member of staff.

SECTION 4

What is the approach to teaching pupils with SEND?

- At St Mary's CE Primary School all pupils have access to quality first teaching.
- Teachers will scaffold and adapt the curriculum so that all pupils can access the curriculum at their level.
- Parents will be made aware of their targets so that they know what their child is going to achieve and how.
- Pupils who need provision that is additional from or different to that of pupils of the same age will receive group or individual provision which is closely monitored to ensure impact and progress.

How is the learning environment adapted for pupils with SEND?

- Learning environments are adapted to cater for the needs of individual pupils.
- Adaptations may include seating arrangements and/or organisation to allow use of specialist equipment and resources.
- Some pupils will require an Environmental Assessment and/or Care Plan.
- Adaptations are continually reviewed to ensure they are suitable and appropriate.
- Adaptations may change when a child moves classroom, key stages or if the needs of the child change.
- All adaptations and arrangements will be shared with pupils and parents.

What access arrangements are in place for pupils with SEND?

- Arrangements for moving round school at different parts of the day will be individualised where needed.
- Access to specialist support from the sensory needs team.
- Please refer to the accessibility plan document on the website.

How do pupils with SEND engage in educational trips or extra-curricular activities?

- All pupils are encouraged to join in with extra-curricular activities and attend educational trips.
- Extra-curricular activities will be adapted so that they are accessible to pupils.
- The needs of pupils with SEND are carefully considered when arranging any educational trip and close discussions with families to ensure all their needs are met.
- Trip leaders will complete a pre-visit and thorough risk assessment.
- The needs of pupils with SEND will be made known to the host/s prior to the pupils visit.
- Appropriate support will be provided so pupils can access the educational activities

A. At St Mary's CE Primary School, what support will there be for my child's overall well-being?

- The school strives to ensure that all pupils feel safe and valued whilst in our care.
- School values are embedded and weaved into all curriculum areas
- We provide a wide variety of pastoral support for pupils who are encountering social, emotional and/or mental health difficulties.(See SEMH document)
- Designated staff have responsibility to offer pastoral support where needed.
- All staff share a pastoral role in supporting and listening to pupils
- We access provision delivered by outside agencies (i.e. school nurse) to provide additional support for pupils with SEMH difficulties
- All children access daily collective worship which provides the opportunity to reflect.

B. What arrangements are made to help my child when they are moving class or key stage?

- Moving on (transition) can be difficult for any child so at St Mary's CE Primary School, we ensure that all pupils have

the opportunity to spend some time with their next teacher and class prior to the new school year.

- Some pupils will need more support with transition and will have individualised transition arrangements.
- Individual transition arrangements will be discussed with and agreed by you and your child. These may include additional visits to the classroom, teacher or/or providing your child with a social story that will share important transition information and pictures with your child.
- Teachers have a transition meeting to ensure that the next teacher is aware of pupils with SEND and their needs.
- All records and provision arrangements will be shared with the receiving school.

C. What arrangements are made to help my child get ready to move to high school?

- If your child has SEND and is moving on to high school the SENCo will contact the SENCo at the high school they are going to.
- Pupils may have different transition arrangements depending on the high school they are going to and their needs. These arrangements will be made in discussion with you as parents/carers.
- Pupils will be given the opportunity to share their views on what they think they need when it comes to moving on to high school.
- If your child has an EHC plan then options for high schools will be discussed at their Year 5 person centered review. School will support parents/carers with these decisions.
- If your child has an EHC plan then the SENCO from their high school will come to their person centered review meeting so they can get to know you and your child.

SECTION 5

A. How are pupils with SEND monitored and assessed?

- Pupil progress is monitored daily during lessons as part of inclusive quality first teaching.
- All pupils are assessed in line with the school assessment policy.
- The progress of all pupils will be discussed in Pupil Progress meetings.
- At St Mary's CE Primary School we use Assess Plan Do Review cycles to monitor and assess pupils with SEND.
- Pupils identified as SEND will have an individual support plan which will track provision offered and impact.
- This Assess Plan Do Review process allows us to evaluate the effectiveness of the provision made for pupils with SEND.
- The school's SENDCo regularly monitor provision and ensure all pupils are accessing the right support, in the right place and at the right time.

B. How will I know how my child is doing in school?

- Every parent/carer is invited to parent afternoons/evenings where your child's progress will be discussed.
- Their achievement at the end of each academic year each child will receive a written report outlining how the year has gone, how they are doing and how much progress they have made.
- If a child requires outside agency involvement, parents will be given a copy of any reports and a time will be arranged for next steps to be discussed.
- If your child has a support plan, which outlines what they are working on and their targets, this will be shared with you throughout the year and discussed at parents' evenings.
- If a child has an Educational Health and Care Plan a person centred meeting will be held at least once a year. Your child will be involved in setting up and preparing for this meeting. At this meeting your child is invited to talk about how their views contribute and what would help them in the future. Parents will also be asked as will class teachers and any relevant outside agencies. The SENCo will be present at the meeting and an action plan will be made which will outline the next steps.

SECTION 6

How does school support families who have pupils with SEND?

- The class teacher is the first point of contact if you want to share information or have any questions regarding your child's education. A meeting should be arranged and our SENCo will be present if required.
- If requested, class teachers and/ the SENCO can suggest strategies that may help at home this may include sharing positive behaviour strategies.
- Some pupils and families may benefit from a home/school diary which will help improve communication between school and home.
- In Year R to 6 class meetings are held in the first half term to introduce you to the new teacher and allow you to familiarise yourself with class expectations.

SECTION 7

A. What links do school have with outside agencies that may be able to provide support for mychild?

- Bury's SEND team are available to offer advice and support
- Termly SEND Support Network Meetings with other professionals from the Local Authority are available to offer advice and support.
- We are in regular contact with the Early Help Team (who visit school when needed).
- The School Nurse service
- Speech and Language Therapy
- We access support from a SEMH panel for pupils with social, emotional and mental health difficulties.
- We also have links with other local community services listed below
 - St Mary's Church
 - Hawkshaw Methodist Church
 - Oral Health
 - Road Safety
 - Bike-ability

B. What further support can I access as a parent/carer of a child with SEND?

- The Local Offer

All local authorities have a duty to provide parents/carers with information about how to access services in the area, and what they can expect from those services. The information will set out what is available in schools to help pupils with SEND as well as the options available to support families to care for pupils with additional needs. The local offer is published on our website.

<https://www.theburydirectory.co.uk/kb5/bury/directory/localoffer.page>

- **The Parents Forum**

The Parents Forum was created by families for families. It is a platform for parents to meet other parents with pupils with SEND. This service work closely with a range of professionals to provide advice and training on specific needs.

<http://buryparentsforum.org.uk/index.php>

Additional support service links can be found on the school website under the Inclusion/SEND tab in the Key Information section.

SECTION 8

What do I do if I have a concern about the support or provision arrangements for my child?

At St Mary's CE Primary School we strive to meet the needs of all pupils and are committed to reviewing how we meet individual needs. Parents and pupils are encouraged to be part of this process but if you do have a concern about the support or provision arrangements that are in place for your child please follow the steps below. These steps are in line with our school complaints procedure which can be found on the school website.

Follow these steps in order: Move onto the next step if your complaint is not resolved.

1. Talk to the school's Special Educational Needs Co-ordinator (SENDCo) Mrs C Clark.
2. Follow the school's Concern and Complaints Policy using the forms provided.
3. Contact Bury Local Authority's Special Educational Needs department.