



Special Educational Needs Information Report

Saint Martin's is fully committed to the empowerment, integration and inclusion of students with SEND. We aim to ensure that all students including those with Special Educational Needs and Disabilities (SEND) can enjoy and benefit from access to the 'best that's been thought and said' with entitlement to our highly ambitious curriculum, so that every child may achieve their full potential.

Saint Martin's is a small, high-achieving mainstream school. We welcome students with Special Educational Needs to our school community.

Mrs Carmel Jones is the Special Educational Needs and Disabilities Co-ordinator (SENDCO) and Mrs Julie Beaty is the Assistant SENDCO. They can be contacted at the school via the office on 01455 212386 and email: admin@saint-martins.net. Mrs Loraine Lynch-Kelly is the Vice Principal and has responsibility for Inclusion.

The named governor for Special Educational Needs and Disabilities is Mrs Shirley Yoxall. The Principal and SENDCO provide termly reports on the provision and outcomes for students with SEND to the governing body.

SEND Provision

What kinds of SEND does the school make provision for?

Students are identified as having SEND when they have needs or disabilities that affect their ability to learn and require interventions over and above those offered to the majority of students.

The school makes provision for students who have difficulties with

- Communication and interaction - a difficulty with understanding what is said, being able to express what they want to say and understanding social behaviours.
- Cognition and Learning - students who work at a slower rate than others and their understanding may be limited.
- Social, emotional and mental health - covers a range of difficulties that affects their ability to cope with everyday life.
- Sensory/physical needs- a visual or hearing impairment or a physical disability

Types of provision, which will be considered to put in place, to meet needs, alongside quality first teaching:-

- Small nurture groups in English and Maths
- Enhanced Learning – providing additional time to focus on English and Maths to improve GCSE outcomes.
- Direct Instruction – a sequenced programme to restore literacy and numeracy in students who cannot access the curriculum
- Support from an additional adult in the classroom.
- Additional literacy/numeracy intervention
- 1:1 support
- Pastoral support
- Mentoring
- Homework Club
- Handwriting group support
- Social Group
- Breakfast Club- Meet and Greet
- Starspell Programme
- Thinking Reading (from January 2019)

What specialist help does Saint Martin's have access to in order to support students?

Referrals can be made to the appropriate service to support individual needs, including:-

- Educational Psychology service
- CAMHS - Child and Mental Health Service
- AO- Autism Outreach
- ADHD Solutions - Attention Deficit Disorder
- Speech and Language Therapy
- Occupational Therapy
- Special School Outreach
- Counselling
- School Nurse
- HI Service – Hearing Impaired
- VI Service- Visually Impaired
- STS – Specialist teaching Service
- Early Help- single point of contact for Social Care needs.
- HBEP

What extra – curricular opportunities can a student with SEND access at Saint Martin's?

All students are encouraged to participate in the wide range of extra- curricular activities during and after school. Risk assessments will be carried out where appropriate.

How does the school know if a student has Special Educational Needs?

- Students are placed on the SEND record at Primary School.
- Students are referred by staff or parents to the SENDCo
- Relevant health professionals will make a recommendation

What is the process for my child joining the school?

- As part of our smooth transition process, the SENDCo at Saint Martin's liaises with all Primary Schools to gather information on students already identified.
- Mrs Jones ensures that all necessary arrangements are put in place for when the student starts in Year 7, including extra visits in July of their Year 6, to the school prior to entry into Year 7.
- Parents are also invited into school in the Trinity Term, to share concerns they may have about their child's difficulties.
- During the August INSET days, staff are provided with an
- Information booklet outlining each student's needs. Mrs Jones talks through each individual, outlining the student's difficulties, their strengths and strategies for supporting them in school.
- Parents are invited to their first Review Meeting in the Michaelmas Term, to discuss the child's needs and the support being given.

What happens to my child on entry to Year 7 at Saint Martin's?

- All students take Baseline tests in all subjects including English and Maths.
- All students take Reading Age and Spelling Age tests.

These provide a solid, and professional and varied opportunity to identify possible SEND difficulties.

In addition to this, if there are Health and Social Care agencies who may be working with your child and family, they may contact the school if there is support in place or specific needs, that we need to be aware of, which might impact on a student's learning.

Students who need extra support will be placed on Saint Martin's SEND Record, which is updated termly. Parents of those students will be informed by letter and invited into school to discuss their child's special needs and provision to address them.

All teachers, Heads of department, Data and Progress Manager, as well as the SendCo closely monitor the progress made by all students. The SENDCo provides regular updates to staff on each student via CPD. The SENDCo may also use the regular data collection on student progress to raise a concern to

- Give advice to staff individually, in Departments or via CPD for whole-staff training
- Provide additional support
- Arrange for further assessment.

How will I know if my child is receiving SEND support?

Parents will be informed at the first Review Meeting when appropriate provision for their child will be discussed and agreed.

What extra help is given to help students with SEN in their learning?

Teaching staff have the highest possible expectations of all students in their classes. Different teaching methods are adopted so that all students are fully engaged in learning. Specialist strategies suggested by the SENDCo or external agencies may also be put into place for your child.

How does Saint Martin's guarantee the entitlement of my child on the SEND register?

Saint Martin's follows the 'Special Education Needs and Disability Code of Practice: 0-25 years', 2014 which follows a graduated approach: a process of Assess, Plan, Do and Review.

Wherever possible all students are taught in class settings. Within that setting they may receive the following support:

- Small class size
- Ambitious curriculum, sequenced for maximum learning
- Expert teaching
- Knowledge organisers and quizzing to support memory and learning
- Practice and modelling of application.
- Shared Learning Assistant support.

Sometimes, students will require extra support to help them catch up with students of the same age. Teachers may plan group or 1:1 sessions to help the student make progress. This work may be led by a teacher, Learning Support Assistant or external agency.

Mrs Jones will ensure that the relevant standardised tests are carried out to identify who may be eligible for Access Arrangements for exams.

What training does the staff at Saint Martin's have in relation to students with Special Educational Needs?

The Co-ordinator of Special Needs has been in position since 1990 and is qualified to carry out appropriate tests for Access Arrangements for GCSE examinations and referrals to specialist services. The Assistant SENDCo has been in place since Sept 2015.

All staff receive weekly CPD training to improve teaching and learning across the school, including students with SEND. Each term the SEND lead a CPD session focusing on a key need, eg Dyslexia, ADHD, Attachment. This provides the opportunity to share knowledge, strategies and experience, and ensure consistency of the school's approach for children with an SEND. All staff receive safeguarding training.

Teachers and support staff attend training courses run by outside agencies that are relevant to the particular needs of specific students. The SENDCO works with specialists from external support services who may provide advice to teachers or direct support as required.

Student Progress

How will I know if my child is making progress?

All progress, in-line with Government expectations and protocol, is set from your child's Key Stage 2 entry data in English and Maths.

Data is used to inform of progress and to diagnose and action interventions needed.

Targeted assessments take place with all year groups, to track and monitor progress against Estimated targets. Where there is a concern, the appropriate intervention will be put in place. The SENDCO will also take an overview of the progress made by SEN students and identify students who may need additional support.

Every parent will receive a copy of the student's termly Progress Report and an invitation to a parents evening to be given the opportunity to talk to staff, where the SENDCO will also be available for a Review Meeting.

All students with an identification of SEN will have an appointment at their child's Parents' Evening where the following issues may be discussed:

- An update of your child's well-being, progress and attainment
- Progress/outcome of intervention
- Attendance
- Attitude/ willingness to learn
- Self – esteem
- Further planned interventions

At EHCP reviews, other people may also be invited to attend such as:

- Form tutor
- Learning support assistant
- Head
- Learning Mentor.
- External agencies involved with the student.

How will my child be supported through transition?

There are a number of opportunities for students with SEND to be supported through transition to year 7. These include:

- SEND staff from Saint Martin's to visit Primary Schools to meet students
- SENDCO to visit primary schools where a student is identified as having SEND.
- Routine Induction days in July - provide LSA support.

- Additional Induction days to SEND students
- Parental meetings with Form tutors, SENDCo if required, Pastoral Support Officer
- Additional opportunities to visit the school.
- Phased integration, if professionally judged to be beneficial.

Opportunities to support SEND students during Year 11 and Transition to Key Stage 5.

- Support throughout Year 11.
- SENDCo meetings at Option Evenings
- Careers advice and support with interviews
- Support in completion of UCAS application
- Liaison with local colleges
- Visits and taster days arranged
- Transition meetings with KS5 SENDCos
- EHCP plan reviews to include transition plans for adulthood.

How can my child with Special Educational needs, improve their outcomes whilst at school?

- Attendance and Behaviour
- Parent support
- Prep
- Reading

Your child is more likely to make progress at school if their attendance is good (96%+) and they participate fully in opportunities available to them. Attendance at parents' evenings and information evenings is also an important opportunity to receive feedback on their progress.

Parents are encouraged to support their child to complete their Prep tasks and check / sign their planners. It is also extremely important to support their reading. That is, each evening, your child reads to you, aloud, for at least 20 minutes. This will improve their ability to access the curriculum and it is strongly linked to progress and success.

What can I do if I am not happy with my child's progress?

Your first step would be to speak to your child's House Tutor, Head of Year, Head of School or Subject teacher/ Head of Department. If your concern is not resolved then you should contact the SENDCo. If this still does not resolve your concern you can request a meeting with the Principal.

Partnerships between parents/carers, students and school

How will I be involved in planning and supporting my child with SEND at school?

The school places great importance on the involvement of parents in their child's learning and establishing a close partnership between home and school. Parents/carers have crucial knowledge and understanding of their child's difficulties which they are encouraged to share with us.

Parents of SEND students are invited to review meetings to discuss the progress and provision of their child. Any parents whose child has an EHCP will also be invited to contribute to the annual review of the plan which is monitored by the local education authority.

We encourage all parents to contact the student's House Tutor, Head of Year or Pastoral Support officer in the first instance if there are any concerns.

How will my child be involved in their own learning and decisions about their education?

Student involvement in their learning is crucial.

In addition to this, the New Code of Practice 2014 places emphasis on the participation of SEND students in decisions affecting their provision to ensure the best outcomes for those students. Those students receiving support will have termly reviews with a named learning Support mentor where they can share knowledge about their own needs and their views sought about what sort of help they would like to have to achieve the desired outcomes for them.

Those students with an EHCP will have an annual review, where they will contribute their views.

SEND Information at school

Where can I find information about the SEND policy?

The SEND policy can be found on the website.

(It is currently been reviewed and updated)

Is the building at Saint Martin's accessible for all students?

Ramps and a lift have been installed to allow full access to the classrooms on the ground floor of the main building, Hall, Dining Hall and Drama Studio. There are 2 disabled toilets on the ground floor of the main building, and the English block.

There are a few rooms for which access to may be difficult for some students. In order to meet individual needs, there are occasions when study arrangements may be adapted by offering timetable/curriculum in ground floor rooms.

An audit has been conducted by Vista in July 2018, to identify areas that needed addressing to support a VI student. All actions are being addressed.

Where can I find out about other services for my child?

The Leicestershire Local offer website has information about the **services that are available**.

Who can I contact to find out about support for students with SEN and their families?

Contact details of Sendias can be found on the Leicestershire Local offer website.