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# SEND INFORMATION REPORT

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**Date:** September 2024

## SEND Information Report

### What are Special Educational Needs?

The Code of Practice (2014) states that:

A child or young person has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them. A child of compulsory school age or a young person has a learning difficulty or disability if they:

have a significantly greater difficulty in learning than the majority of others of the same age;

Or

have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post 16 institutions.

Where a child or young person has a disability or health condition which requires special educational provision to be made, they will be covered by the SEND definition.

### Roles and Responsibilities

#### SCHOOL LEADS:

Mrs L Henderson (Deputy Head Teacher, SENDCo)

Mrs J Lewis (Head Teacher, Deputy SENDCo)

Mrs C Pack (Trust SENDCo)

Mrs L Peacock (School Governor for SEND)

Mrs L Dowson (Chair of Governors)

Tel: 01642 783684

Email: [levendale@levendale.org.uk](mailto:levendale@levendale.org.uk)

### Who is the best person to speak to at Levendale Primary School about my child's SEN?

The class teacher or SENDCo are usually the first points of contact in this area. The SENDCo at Levendale Primary is Mrs Henderson. She will coordinate and evaluate provision for pupils with SEND needs.

Mrs Henderson works in partnership with Mrs Pack, the Trust SENDCo.

Mrs. Lewis is Deputy SENDCo and is also able to offer support and guidance, should the SENDCo not be available.

The Special Educational Needs Coordinator (SENDCo) responsibilities include:

- Co-ordinating SEND support within school including developing the school's policy to ensure that all children with SEND get a consistent, high-quality response to their needs.
- Liaising with external agencies within school to support with children with SEND (Educational Psychologist, Speech and Language, CAMHs, Occupational Therapist etc)

- Updating the school's SEND register and monitoring the SEND Tracker.
- Providing support and advice for staff in supporting children with SEND.

Ensuring that parents are involved in:

- supporting with their child's learning
- reviewing their child's progress
- planning ahead for their child

Class teachers are responsible for:

- Checking the progress of your child -Identifying, planning and delivering any additional support your child may need.
- Monitoring delivery of additional support from other staff within school.
- Ensuring that the SEND Teaching and Learning Policy is followed within the classroom setting.

### **Further support**

There may also be a need to contact the Head Teacher, the SEN Governor or Chair of Governors.

Mrs Lewis is the Head teacher and responsible for:

- The day to day management of all aspects of school including the provision and support provided for children with SEN within school.
- They will give responsibility to the SENCO and class teachers but are still responsible for ensuring that your child's needs are met.
- Keeping the Governing Body up to date about any SEN issues within school.

SEN Governor and Chair of Governors and they are responsible for:

- Making sure that any additional support required for children in school with SEND is provided.

### **The kinds of SEN that are provided for at Levensdale Primary:**

- 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
  - Moderate/severe multiple learning difficulties

### **How does the school identify pupils with SEN and assess their needs?**

#### **Assess, Plan, Do, Review**

Provision for children with special educational needs is a matter for the whole school. This includes the Governing Body, the school's head teacher, the SEND coordinator and all members of staff, particularly

class teachers and teaching assistants. All teachers are able to differentiate to meet the needs of children with special educational needs. At Levendale, we aim to follow the recommendations of the 'assess, plan, do, review' cycle outlined in the SEND Code of Practice (2014).

### **Assess**

School-based assessment procedures are a continuous and systematic cycle of planning, action and review, developed in a way to enable children with special needs to learn and progress. Assessment is seen as a natural extension of the school's approach to assessment generally and the meeting of the needs of all pupils.

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.

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 SEN.

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.

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

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

The class or subject teacher will work with the SENDCO 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 or 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
- The assessments will be reviewed regularly.

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.

#### Consulting and involving pupils and parents

- 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 consider the parents' concerns
  - Everyone understands the agreed outcomes sought for the child
  - Everyone is clear on what the next steps are
  - Pupil voice is sought and recorded
- Notes of these early discussions will be added to the pupil's record (Cause for Concern Record Form) and given to their parents.
- We will formally notify parents when it is decided that a pupil will receive SEN support and ask parents to sign consent forms.

#### **Plan**

When a child has an identified special educational need, the SENDCO and class teacher will use this information to:

- Provide starting points for the development of provision required to support the child.
- Identify and focus attention on action to support the child within the class.
- Use the assessment processes to identify any learning difficulties, referring to the school Educational Psychologist, where necessary.
- Ensure ongoing observation and assessments providing regular feedback about the child's achievements and experiences. This will inform the next steps of learning.

#### **Do (Early Intervention)**

At Levendale, we recognise that the earlier a pupil's needs are identified the more successful interventions are likely to be. The school procedures are responsive to and supportive of such early intervention.

What is provided?

- Quality First Teaching
  - High Expectations - Teachers have the highest possible expectations for your child and all pupils in their class.
  - Planning for Progression - All teaching is based upon building on what your child already knows, can do or can understand.
  - A wide range of learning opportunities - Children are given the opportunity to learn in different ways. These include independent learning, collaborative learning and kinaesthetic learning.
  - Specific strategies - Teachers to use specific strategies suggested by external staff (Educational Psychologist, Speech and Language Therapist, Occupational Therapist and Local Authority Advisers) to support your child's learning.

- Within School Intervention- Should you wish to discuss interventions, please discuss with the class teacher.

### **Early Years /Foundation Stage**

At Levendale, children can start Nursery the term after they turn 3 years old. They will take part in baseline assessments and areas of need will be identified.

Support may be given to target areas of need through play and the provision provided. Interventions may also be needed.

Blast – This is an intervention aimed at improving speaking and language.

Time To Talk – A programme to develop oral and social interaction for reception and KS1.

Start To Finish – An intervention aimed at developing fine motor control for children.

Key Stage One and Two Interventions that may take place in school are:

- Sensory Diet – Provision of sensory activities, based on individual child need.
- Teodorescu - An intervention programme to Develop the Fine Motor and Perceptual Skills Necessary for Effective Handwriting
- Rapid Phonics – A phonics intervention designed for children in KS1.
- Word Shark – a reading and spelling program useful for children with dyslexia or other special educational needs.
- Number Shark – a maths program designed to help children who are struggling in maths.
- Talisman – A reading scheme that is used for intervention with children who are older but struggle with phonics.
- Stile – literacy and reading intervention
- Magic Spelling – a spelling intervention designed to teach children a visual way of learning to spell.
- LEGO Therapy - Lego Therapy is designed for use with autistic pupils. Lego-based therapy (LeGoff et al 2014) is an evidence-based approach that aims to develop social communication skills, such as sharing, turn taking, following rules, using names and problem solving.
- Precision Teach - Children work in small groups with a teaching assistant to target specific areas of difficulty, this could be in reading, writing or maths.
- Basic Maths – This intervention is aimed filling gaps in children’s basic maths skills.
- Reading – children read frequently with an adult to build comprehension and fluency skills.
- Physio – some children may require physiotherapy or a program of exercises may have been recommended for them from an outside agency like Occupational Therapy.
- Speech and language – This is usually done based on recommendations from the Speech and Language Team. The Speech and Language Team may come in to work in school with a child.
- Handwriting – an intervention to improve handwriting and fine motor skills.
- In-class support and individual work - this is provided dependent on level of need.
- Other Interventions may be available/ accessible to use dependent on the needs of the child.

## **SEN Support- Who can receive this level of support?**

Once a Special Educational Need has been identified and following discussion with parents, a child will be placed on the school SEN register. A SEN support plan will be created for these children and they will receive in school SEN Support following the graduated approach. The interventions provided will be matched to the individual needs of the pupil and will be reviewed termly to ensure progress is made.

### **Review**

Any interventions taking place will be assessed and reviewed to ensure that they are having a sufficient effect on a child's progress. Any necessary amendments will be made and a new cycle will begin.

Parents will be involved at all stages.

### **How will your child's progress be measured?**

Your child's progress is continually monitored by his/her teacher and the Senior Leadership Team. This happens termly, through pupil progress meetings. His/her progress is reviewed formally every term against age-related expectations. The progress of children with an EHC Plan is formally reviewed at an Annual Review with all adults involved with the child's education invited to attend.

### **What arrangements are there to consult with parents/carers of young people?**

Levendale Primary School recognises the need for parents/carers to be fully aware of their child's progress. A partnership between school and home is invaluable in ensuring the needs of the child are best met. Parents are encouraged to contact the SENDCo if they have any concerns.

Parents will have the opportunity to discuss the progress of their child, termly. This will usually be at Parents' Consultations or at an organised meeting time.

Parents will be given the opportunity to review, and have an input in, their child's support plan.

Where necessary, the SENDCo will contact parents/carers to discuss the child's needs and difficulties and the possible support that the school is considering.

Parents of children with an EHCP will be invited to contribute to and attend their annual review, which, wherever possible, will include other agencies involved with the child.

The parents and children (where appropriate) will be given the opportunity to give their views when reviewing support.

### **What happens when my child needs provision that is above and beyond what can normally be provided?**

#### High Needs Funding

All schools are delegated funding to support children with SEN. If the provision needed is above and beyond what can normally be provided, using this funding, then schools can apply for additional funding to ensure needs are met. This is called High Needs Funding. The school will make an application to the Local Authority and funding will be decided on a case by case basis and is dependent upon level of need.

Your child may also need support or assessments from outside agencies such as:

- An Educational Psychologist
- The Speech and Language Team
- Occupational Therapy or Physiotherapy
- Autism Outreach
- CAMHS

## **Education, Health and Care Plans**

Where your child's needs cannot be met through SEN support, the school, or yourself, can request that the Local Authority carry out a statutory assessment of your child's needs. This is a legal process.

Further information found on the Stockton SEN's Local offer;

<https://www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer.page?localofferchannel=5&localofferagebands=2>

After information has been gathered from school and any external agencies, the Local Authority will then decide whether they think your child's needs warrant a statutory assessment. Should your child require an EHCP, this will come in draft form initially to allow you to check that you are happy with the provision outlined. This will then be formalised.

### **Who can receive this level of support?**

Children with severe, long-term and more complex needs.

### **How will we support your child with transition to another area/school?**

We recognise that 'moving on' can be very difficult for children with SEN. We aim to make the experience as easy as possible for them.

If your child is moving to another school: -

- We will contact the school SENDCO and ensure he/she knows about any special arrangements or support needed for your child.
- We will make sure that all records about your child are passed on as soon as possible.

When moving years in school: -

- Information about your child will be shared with their new teachers.
- If your child would be helped by a personalised plan for moving to another year, we will put this in place.

Supporting pupils moving between phases and preparing for adulthood

- We will share information with the school, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.
- Enhanced transition will take place for any child who needs additional support during any transitions.

### **Our approach to teaching pupils with SEN**

Levendale Primary School provides quality first teaching to all our children regardless of their needs. We aim to ensure that all children's individual needs are met so that they are able to achieve their educational potential. We are committed to providing, for each pupil, the best possible environment for learning. We recognise that pupils may have special needs at some point during their school life and will provide the best possible support to help them deal with and overcome their difficulties.

Teachers are responsible and accountable for the progress and development of all the pupils in their class. Quality first teaching is our first step in responding to pupils who have SEND. This will be differentiated for individual pupils.

### **How will teaching be adapted to meet my child's needs?**

Quality first teaching will mean that teachers adapt to all children's needs within their class. Teaching Assistants will support your child's needs within the classroom when required. Technology is available to



support your child alongside specific strategies and plans that have been devised.

### **Adaptations to the curriculum and learning environment**

At Levendale we believe that your child's learning needs will first and best be met through quality first teaching provided by your child's class teacher.

#### **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 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, etc.

Differentiating our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.

#### **How have we made Levendale a supportive environment accessible to children with SEND?**

Where appropriate, interventions are provided and teaching assistants work with groups of children to address gaps in their learning and give them a boost.

Children that need additional resources, such as coloured overlays, pencil grips, visual timetable or slope board, are given access to them and monitored to measure impact.

We offer a variety of extra-curricular activities e.g. music, green team, choir, multi-sports etc. Our clubs are accessible for all children.

Staff use visual timetables when children in their class need them.

We have teaching assistants who are trained to deliver the interventions listed in the 'Do' section of this report.

Class teachers, or teaching assistants, will support pupils when identified through High Needs Funding support or EHCP plans.

Teachers and teaching assistants will support pupils in small groups in order to deliver pre, post or precision teaching to ensure gaps are closed.

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

Levendale Primary School aims to ensure that all children's individual needs are met so that they are able to achieve their educational potential, and is committed to providing, for each pupil, the best possible environment for learning. We ensure that the special educational needs of individual pupils never impact on the quality of education or opportunities available to them.

All of our extra-curricular activities and school visits are available to all our pupils, including our after-school clubs.

All pupils are encouraged to go on our residential visits.

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

No pupil is ever excluded from taking part in these activities because of their SEN or disability.

Levendale Primary School is an inclusive school where we focus on the well-being and progress of every child and where all members of our community are of equal worth. We believe that the Equality Act provides a framework to support our commitment to valuing diversity, tackling discrimination, promoting equality and fostering good relationships between people. It also ensures that we continue to tackle issues of disadvantage and underachievement of different groups.

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

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

We have a number of Teaching Assistants that can act in a 'keyworker' role to support individual children

Where appropriate, we provide a 'safe quieter space' for children to access when they need to self-regulate

A range of resources to support self-regulation

We have a zero-tolerance approach to bullying

Throughout school we teach PSHE and SMSC as part of the curriculum.

Children take part in weekly lessons dedicated to supporting well-being and promoting self-esteem.

We are a Rights Respecting School

We train staff on strategies and techniques using programmes such as Thrive

## **External Agencies**

Should your child need intervention from an external agency then we will discuss this with you and there may be permission forms to sign. If you feel your child may need this support but you have not yet been approached, please contact the SENDCO or your class teacher.

We work with the following agencies (and others as required) to provide support for pupils with SEN:

**Educational Psychologist** - At Levendale, we have access to an educational psychologist. Where appropriate, an EP referral can be made. The EP observes the child and recommends next steps to class teachers and parents. This includes referrals to CAMHs, evidence for an Education, Health and Care Plan assessment, evidence for high needs funding and strategies for the teacher to use in class.

**Speech & Language** – Referrals can be made to the Speech and Language Team if concerns are raised around a child's Speech and Language needs. If you have concerns about your child's speech or Language, then please speak to your child's teacher or the SENDCO

**Occupational Therapy / Physiotherapy**- School is able to make referrals to OT when necessary. The SENDCO supports staff in delivering recommendations from OT reports. School is also able to make referrals to Occupational Therapy Sunflower Sensory Service for those children that may display sensory needs.

**CAMHS**- The SENDCO will support staff in completing CAMHs referrals and will liaise with professionals. Visually Impaired Service- The SENDCO will support staff in meeting recommendations from VI service.

**Daisy Chain** – The school may work with the charity Daisy Chain to support those Children with Autistic Spectrum Disorder.

We may also work with other agencies, depending on the needs of the child.

## **Who can receive this level of support?**

Children who have specific barriers that cannot be overcome by quality first teaching and intervention groups.

## **Expertise and training of staff**

Our Trust SENDCO and School SENDCO have completed the National Qualification for SENDCOS. Mrs Lewis and Mrs Henderson are both members of the Senior Leadership Team.

We have a team of highly skilled teaching assistants, who are trained to deliver SEN provision.

The SENDCo's role is to support teachers in planning for children with SEN. Staff are encouraged to request support for those children that are not making as much progress as expected or if they feel they need emotional support. Individual teachers and support staff attend training courses run by outside agencies that are relevant to the specific needs of their class.

### **Securing equipment and facilities**

Teachers are able to complete requisitions for resources as and when appropriate. Similarly, the SENDCO will recommend resources if support is required. This will be funded through the school's SEN budget. Specific resources are purchased for children who are in receipt of HNF or have EHCP's, these are recorded on their Costed Provision Maps and funded through their top up funding.

### **Evaluating the effectiveness of SEN provision**

We evaluate the effectiveness of provision for pupils with SEN by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions after each half-term
- Using pupil questionnaires
- Monitoring by the SENDCO
- Using provision maps to measure progress
- Holding annual reviews for pupils with EHC plans

### **Complaints about SEN provision**

Complaints about SEN provision in our school should be made to the class teacher, SENDCO or Head Teacher in the first instance.

They will then be referred to the school's complaints policy.

This policy aims to reassure that any concern or complaint raised will be dealt with in a fair, open and responsive way with the aim of achieving a speedy and satisfactory resolution. The school recognises a willingness to listen to questions and criticisms and to respond positively and in a way in which improvements can be made to school practices.

The parents of pupils with disabilities have the right to make disability discrimination claims to the first tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

### **What support is available as a parent with a child with SEND?**

At Levendale, we hold two formal parent consultations a year. For children on the SEND register, we meet parents termly and sometimes more frequently, for example if completing a referral to an outside agency. You will receive at least three opportunities to find out about your child's progress and will receive a support plan each term.

Stockton Local Authority provide an information and advice service to answer any questions you may have.

Stockton Parent/carer forum- offer advice and guidance for parents of children with SEND.  
info@stocktonparentcarerforum.co.uk 07985245668

SENDIASS- The Special Educational Needs and Disabilities Information Advice and Support Services offer information, advice and support for parents and carers of children and young people with special educational needs and disabilities (SEND). This service is also offered directly to young people.  
<https://www.kids.org.uk/sendias>

### **The local authority local offer**

Levendale Primary School's Local Offer gives information for parents, carers and people who support pupils with Special Educational Needs and Disabilities (SEND). It outlines the support and provision parents and carers can expect to receive for a child with SEND. All Stockton schools are supported by the Local Authority to ensure that all pupils, regardless of their specific needs, make the best possible development within school.

The Stockton Local Offer can be found at  
[www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer](http://www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer)

### **Monitoring arrangements**

This policy and information report will be reviewed by the Head Teacher and The Trust SENDCO every year. It will also be updated if any changes to the information are made during the year. It will be approved by the Governing Body. Links with other policies and documents

This policy links to our policies on-

- Single Equality and Accessibility plan
- Behaviour
- Supporting pupils with medical conditions
- Complaints Policy Policies can be found on our School Website – [www.Levendale.org.uk](http://www.Levendale.org.uk)

This SEND Information Report will be reviewed annually.

Review date – September 2024