

# Special Educational Needs Policy

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## **KINGS KIDS CHRISTIAN SCHOOL SEN & DISABILITY POLICY/SEN INFORMATION REPORT ISSUED ON 26/10/2017**

This policy is written in line with the requirements of:

Children and families Act 2014

SEN Code of Practice 2014

SI 2014 1530 Special Educational Needs and Disability Regulations 2014  
Part 3 Duties on Schools – Special Educational Needs Co-ordinators  
Schedule 1 regulation 51 – information to be included in the SEN information report  
Schedule 2 regulation 53 – Information to be published by a local authority in its local offer.

Equality Act 2010

Schools Admissions Code, DfE 1 Feb 2012

SI 2012 1124 The school Information (England) (Amendment) Regulations 2012

SI 2013 758 The School Information (England) (Amendment) Regulations 2013

This policy should be read in conjunction with the following school policies – Behaviour/Discipline Policy, Equalities Policy, Safeguarding Policy, Homework Policy and Complaints Policy.

This policy was developed with the staff and parents of SEN children and will be reviewed annually.

### **Definition of SEN**

A child or young person has Sen if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.

A child of compulsory school age or a young person has a learning difficulty if he or she:

- (a) Has a significantly greater difficulty in learning than the majority of others of the same age; or
- (b) Has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post- 16 institutions. SEN Code of Practice (2014, p 4).

## **Definition of Disability**

Many children and young people who have Sen may also have a disability under the Equality Act 2010 – that is'...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. This definition provides a relatively low threshold and includes more children than many realise: 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial' SEN Code of Practice (2014, p5).

### 1 The Kinds of Special educational needs for which provision is made at the school

At Kings Kids Christian School, we can make provision for every kind of frequently occurring special Educational need without a statement of special educational needs/Education, Health and Care Plan, for instance dyslexia, dyspraxia, speech and language needs, autism, Asperger's syndrome, learning difficulties and behaviour difficulties. There are other kinds of special educational need which do not occur as frequently with which the school is less familiar, but we can access training and advice so that these kinds of needs can be met.

The School has met the needs of pupils with a statement of special educational need/Education, Health and Care Plan with the following kinds of special educational need: Asperger's syndrome, autism and general developmental delay. Decisions on the admission of pupils with a statement of special educational need/Education, Health and Care plan are made by the Local Authority.

The admission arrangements or pupils without a statement of special educational needs/Education, Health and Care Plan do not discriminate against or disadvantage disabled children or those with special educational needs.

## 2 Information about the policy for identification and assessment of pupils with SEN

At Kings Kids Christian School, we monitor the progress of all pupils three times a year to review their academic progress. We also use a range of assessments with all the pupils at various points Y1 phonics screening, British Spelling Test, NFER Reading Test, Cognitive Test, Speech link, once every term.

Where progress is not sufficient, even if special educational need has not been identified, we put in place extra support to enable the pupil catch up. Examples of extra support are small groups and 1:1.

Some pupils may continue to make inadequate progress, despite high-quality teaching targeted at their areas of weakness. For these pupils, and in consultation with parents, we will use a range of assessment tools to determine the cause of the learning difficulty. At Kings Kids Christian School, we are experienced in using the following assessment tools Dyslexia Screener, Dyscalculia Screener, Wellcom Toolkit, Yarc Primary, Y1 phonics Screening, British Spelling Test, NFER Reading Test, Cognitive Test, Speech link. The whole school is assessed once a term using some of the test listed above for those with SEN, they are assessed once every half term or term. And we have access to an external speech and Language advisor who is able to use the following assessment Pre-school CELF-UK2, Assessment of Comprehension and Expression, CELF-UK4, Renfrew Action Picture Text, Renfrew Bus Story, Renfrew word-finding and many others.

The purpose of this more detailed assessment is to understand what additional resources and different approaches are required to enable the pupil make better progress. These will be shared with parents, put into a Sen support plan and reviewed regularly, and refined/revised if necessary. At this point we will have identified that the pupil has a special educational need because the school is making special educational provision for the pupil which is additional and different to what is normally available.

If the pupil is able to make good progress using this additional and different resource (but would not be able to maintain this good progress without it) we will continue to identify the pupil as having a special educational need. If the pupil is able to maintain good progress without the additional and different resources he or she will not be identified with special educational needs. When any change in identification of Sen is changed parents will be notified.

We will ensure that all teachers and support staff who work with the pupil are aware of the support to be provided and the teaching approaches to be used.

### 3 Information about the school's policies for making provision for pupils with special educational needs whether or not they have EHC plans, including

#### 3a How the school evaluates the effectiveness of its provision for such pupils.

Each review of the SEN support plan will be informed by the views of the pupil, parents and class/subject teachers and the assessment information from teachers which will show whether adequate progress is being made.

The SEN Code of Practice (2014, 6.17) describes inadequate progress thus:

- 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 rate or progress
- Widens the attainment gap

For pupils with or without a statement of special educational needs/Education, Health and Care Plan there will be an annual review of the provision made for the child, which will enable an evaluation of the effectiveness of the special provision. The collation of all annual review evaluations of effectiveness will be reported to the governing body.

#### 3b The school's arrangements for assessing and reviewing the progress of pupils with special educational needs

Every pupil in the school has their progress tracked three times a year. In addition to this, pupils with special educational needs may have more frequent assessment of reading age, spelling age etc. The assessments we use at Kings Kids Christian School are (refer to list in section 2). Using these it will be possible to see if pupils are increasing their level of skills in key areas.

If these assessments do not show adequate progress is being made the SEN support plan will be reviewed and adjusted.

#### 3c The school's approach to teaching pupils with special educational needs

High quality teaching, differentiated for individual pupils, is the first step in responding to pupils who have or may have SEN. Additional intervention and support cannot compensate for a lack of good quality teaching. Schools should regularly and carefully review the quality of teaching for all pupils, including those at risk of underachievement. This includes reviewing and, where necessary,

improving teachers' understanding of strategies to identify and support vulnerable pupils and their knowledge of the SEN most frequently encountered SEN Code of Practice (2014, 6:37).

In Kings Kids Christian School, the quality of teaching is judged to be good in our last Ofsted Inspection and the school is working close to outstanding.

We follow the Mainstream Core Standards advice to ensure that our teaching conforms to best practice.

In meeting the Mainstream Core Standards, the school employs some additional teaching approaches, as advised by internal and external assessments e.g. one to one tutoring/ precision teaching/mentoring, small group, use of ICT software learning packages.

### 3d how the school adapts the curriculum and learning environment for pupils with special educational Needs

At Kings Kids Christian School, we follow the advice in the Mainstream Core Standards on how to adapt the curriculum and the learning environment for pupils with special educational needs. We also incorporate the advice provided as a result of assessments, both internal and external, and the strategies described in statements of special educational needs/Education, Health and Care Plans.

As part of our requirement to keep the appropriateness of our curriculum and learning environment under review, the school has recently made the following improvements as part of the school's accessibility planning: small group classes, individual daily reading, whole school IEP's, more parental involvement, input of specialist Speech and Language Therapist, training of staff and ensuring all fire doors are working. We have also identified the following aspects of the school need to be improved list the planned improvements to buildings, curriculum and training of Staff.

### 3e Additional support for learning that is available to pupils with special educational needs

We do not receive any funding outside the school fees. Funds are allocated as the need arises to ensure that the quality of teaching is good in the school and that there are sufficient resources to deploy additional and different teaching for pupils requiring SEN support. The amount of support required for each pupil to make

good progress will be different in each case and full list of the interventions we can offer is on our provision map.

### 3f How the school enables pupils with special educational needs to engage in activities of the school (including physical activities) together with children who do not have special educational needs

All clubs, trips and activities to pupils at Kings Kids Christian School are available to pupils with special educational needs either with or without a statement of special educational needs/Education, health and Care Plan. Where it is necessary, the school will use the resources available to it's to provide additional adult support to enable the safe participation of the pupil in the activity.

### 3g Support that is available for improving the emotional and social development of pupils with special educational needs

At Kings Kids Christian School, we understand that an important feature of the school is to enable all pupils to develop emotional resilience and social skills, both through direct teaching for instance e.g. PSHE, tutor time and indirectly with every conversation adults have with pupils throughout the day.

For some pupils with the most need for help in this area we also provide the following e.g. access to counsellor, mentor time with member of senior leadership team, external referral to CAHMs, time-out space for pupil to use when upset or agitated, etc.

Pupils in the early stages of emotional and social development because of their special educational needs will be supported to enable them to develop and mature appropriately. This will usually require additional and different resources, beyond that are required by pupils who do not need this support.

## 4 The name and contact details of the SEN Co-ordinator

The SENCO at Kings Kids Christian School is Mary Okenwa, who is a qualified teacher and has been a SENCO continuously since before 1 September 2009 and is not required to undertake the National Award for SEN Co-ordination. She also holds a PG Dip SEN.

Mary Okenwa is available on 02086915813 or [m.okenwa@kkcs.org.uk](mailto:m.okenwa@kkcs.org.uk).

## 5 Information about the expertise and training of Staff in relation to children and young people with special educational needs and how specialist expertise will be secured

All teachers and teaching assistants have had the following awareness training: dyslexia, implementing assessment test, autism, Asperger's and behavioural. In addition, the following teachers have received or are in the process of receiving the following enhanced and specialised training:

- Betty Umoren: BA (Hons) Therapeutic Counselling (achieved)
- Sheere Morris: Dyslexia (on going)
- Mary Okenwa: Level 3 Speech language and Communication (achieved)

Where training is identified beyond this we will find a provider who is able to deliver it. Training providers we can approach are, Educational Psychologist, Speech and Language therapist, occupational therapist, physiotherapist, dyslexia specialists, etc.

## 6 Information about how equipment and facilities to support children and young people with special educational needs will be secured

Where external advisors recommend the use of equipment or facilities which the school does not have, we will purchase it if finance permit, or seek it by loan

## 7 The arrangements for consulting parents of children with special educational needs about, and involving them in, their education

All parents of pupils at Kings Kids Christian School are invited to discuss the progress of their children on three – six occasions a year and receive a written report three times per year. In addition, we are happy to arrange meetings outside these times. As part of our normal teaching arrangements, all pupils will access some additional teaching to help them catch-up if the progress monitoring indicates that this is necessary; this will not imply that the pupil has a special educational need. All such provision will be recorded, tracked and evaluated on a Provision Map which will be shared with parents three times per year.

If following this normal provision improvement in progress are not seen. We will contact parents to discuss the use of internal or external assessments which will help us to address these needs better. From this point onwards, the pupil will be identified as having special educational needs because special educational provision is being made and the parent will be invited to all planning and reviews

of this provision. Parents will be actively supported to contribute to assessment, planning and review.

In addition to this, parents of pupils with a statement of SEN/Education, Health and Care Plan will be invited to contribute to and attend an annual review, which, wherever possible will also include other agencies involved with the pupil. Information will be made accessible for parents.

#### 8 The arrangements for consulting young people with special educational needs about, and involving them in, their education

When a pupil has been identified to have special educational needs because special educational provision is being made for him or her, the pupil will be consulted about and involved in the arrangements made for them as part of person-centred planning. Parents are likely to play a more significant role in the childhood years with the young person taking more responsibility and acting with greater independence in later years.

#### 9 The arrangements made by the governing body relating to the treatment of complaints from parents of pupils with special educational needs concerning the provision made at the school

The normal arrangements for the treatment of complaints at Kings Kids Christian School are used for complaints above provision made for special educational needs. We encourage parents to discuss their concerns with the class or subject teacher, SENCO or Head of Pastoral Care or Head teacher to resolve the issue before making the complaint for mal to the chair of the Pastoral body.

If the complaint is not resolved after it has been considered by the Pastoral body, then a disagreement resolution service or mediation service can be contracted. If it remains unresolved after this, the complainant can appeal to the First-tier Tribunal (Special Educational Needs and Disability), if the case refers to disability discrimination, or to the Secretary of State for all other cases.

There are some circumstances, usually for children who have statement of SEN where there is a statutory right for parents to appeal against a decision of the Local Authority. Complaints which fall within this category cannot be investigated by the school.



## 10 Education, Health and Care (EHC) plans

Kings Kids Christian School will meet its duty to work with the local authority, if it is named on a pupil's EHC plan.

The school will:

- admit any child that names the school in an EHC plan.
- ensure that all those teaching or working with a child named in an EHC plan, are aware of the pupil's needs and that arrangements are in place in to meet them.
- request a re-assessment of an EHC plan at least 6 months following an initial assessment, if a pupil's need significantly change.
- cooperate to ensure an annual review meeting takes place, including convening the meeting on behalf of the local authority if requested.
- ensure that sufficient arrangements are put in place at the school to host the annual review meeting.
- seek advice and information about the pupil prior to the annual review meeting from all parties invited.
- send any advice and information gathered to all those invited at least two weeks prior to the annual review meeting.
- cooperate with the local authority during annual reviews.
- prepare and send a report of the meeting to everyone invited within 2 weeks of the meeting.

## 11 How the governing body involves other bodies, including health and social services bodies, local authority support services and voluntary organisations, in meetings the needs of pupils with special educational needs and in supporting the families of such pupils

The governing body have engaged with the following bodies:

- Lewisham LEA to specialist teaching and learning service
- Link to Disabled Children's Service for support to families for some pupils with high needs
- Access to local authority's service agreement with Speech and Language Therapy Services/Occupational Therapy Services/Physiotherapy Services for pupil with requirement for direct therapy or advice.
- Ability to make ad hock requests for advice from Communication and Assistive Technology Team, etc.
- Lewisham SENCO meetings

12 The contact details of support services for the parents of pupils with special educational needs, including those for arrangements made in accordance with clause 32 (Parent Partnership Services)

Lewisham PPS provides free, impartial, confidential, advice, support and options round educational issues for parents who have children with special educational needs or disabilities (0-19). They empower parents to play an active and informed role in their child's education. They can be contacted on:

**Email**

[Lewisham.pps@family-action.org.uk](mailto:Lewisham.pps@family-action.org.uk)

**Phone**

02086982202

**Address**

Bellingham Children's Centre, Katherine, Bellingham, London, se6 3hb

**Website**

<https://www.family-action.org.uk/what-we-do/children-families/special-educational-needs-services-children/lewisham-send-information-advice-and-support-services-sendias/>

13 The school's arrangements for supporting pupils with special educational needs in transferring between phases of education or in preparing for adulthood and independent living

At Kings Kids Christian School, we work closely with the educational settings used by the pupils before they transfer to us in order to seek the information that will make the transfer as seamless as possible. A telephone call is made to the previous school or setting asking for their pupil file and any other relevant information. Once the file has been received any child on the SEN register in their previous school will automatically be put on the SEN register in Kings Kids Christian School. The pupil will be put into a small group or given 1:1 help as appropriate. We also contribute information to a pupil's onward destination by providing information to the next setting.

14 Information on where the local authority's local offer is published

The local authority's local offer is published on:

<https://www.lewisham.gov.uk.myservices/socialcare/children/pages/support-for-children-with-special-educational-needs-or-disabilities.aspx> and parents without internet access should make an appointment with the SENCO for support to gain the information they require.

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