

SEND Information Report

Orchard Junior School – September 2023

How does the school identify children's barriers to learning and what should I do if I think that my child has special educational needs?

At Orchard Junior School children are identified as having Special Educational Needs and/or Disabilities (SEND) through a variety of ways including:

- ❖ Close liaison with previous education settings
- ❖ Identification in teacher-SENDCO conferences
- ❖ SEN referrals put in by teachers via the schools centralised system
- ❖ Concerns raised by parents
- ❖ Liaison with a range of external agencies e.g. Speech and Language Therapy / Educational Psychologists
- ❖ Diagnoses made by medical practitioners e.g. CAMHS/ PSICON

How should I raise concerns if I need to?

Orchard Junior School has an open-door policy and parents are encouraged to contact the class teacher by email or meet at a mutually convenient time, if they have any concerns. More formal parent/teacher consultations are held during the Autumn and Spring Terms when parents will have the opportunity to discuss their child's progress and wellbeing. The Special Needs Co-ordinator (SENDCO), Miss Tracey, together with the Deputy Headteacher, Miss Goldup and the Headteacher, Mrs Taylor, are also available to discuss concerns with parents and appointments can be arranged through the school office.

Who will plan and provide the support that my child needs?

- ❖ Class teachers, who have the most detailed knowledge of the child's needs, hold responsibility for the planning and teaching of SEND pupils.
- ❖ The SENDCO, Miss Tracey, is responsible for coordinating the support and progress of pupils who need additional support.
- ❖ A team of Learning Support Assistants, work under the supervision of the class teacher to deliver intervention through individual or small group programmes and support pupils within the classroom.
- ❖ A team of Emotional Literacy Support Assistants (ELSA) liaise with class teachers and parents to work/support pupils, across the school, where necessary. Referrals for this can be made via your child's class teacher.

SEND Information Report

Orchard Junior School – September 2023

- ❖ The level of intervention and support will be determined by pupils' individual needs. The length and regularity of intervention/support, for pupils requiring additional support, will be discussed with parents during termly meetings with the class teacher.

Who will explain this to me?

- ❖ Class teachers discuss your child's support in the Autumn and Spring Parents Evenings. If your child is on the SEND register, an additional meeting will be held in the summer term to discuss your child's Individual Education Plan (IEP).

How are the governors involved and what are their responsibilities?

- ❖ The SENDCO reports on the progress of children with SEND to the Governing Body once a year. This report does not refer to individual pupils and confidentiality is maintained at all times.
- ❖ The Governing Body has a named governor, Mrs Susan Wingrove, who is the link governor for SEND. She meets regularly with the SENDCO and also reports the outcome of these meetings to the Governing Body.
- ❖ The Governing Body oversees the financial implications of providing support and the impact on pupil progress.

How will my child access the curriculum?

- ❖ At Orchard Junior School class teachers plan lessons that enable all pupils to be challenged at their individual ability level. Generally, during daily maths and literacy lessons tasks are scaffolded to ensure that all children can participate in the curriculum. Where necessary, an activity or task may be individually differentiated to reflect a pupil's particular need.

How will I know how my child is doing in school? How will you help me to support my child's learning?

- ❖ Close communication between school and home is fundamentally important to ensuring your child receives the correct level of support. At Orchard Junior School we have a proud history of strong partnerships with parents which, is at the centre of our school ethos.
- ❖ If your child is on the SEND register, and receiving additional support, you will be invited to termly meetings.
- ❖ Where a pupil has an Education, Health Care Plan, the SENDCO will invite parents to an annual review which may include representatives from external agencies who are involved in supporting the child.

SEND Information Report

Orchard Junior School – September 2023

- ❖ If your child is receiving ELSA support there will be regular opportunities to speak to his/her ELSA support.

How does the school know how well my child is doing?

- ❖ Termly pupil progress meetings are held involving the Senior Leadership Team and Year Teams to analyse progress made. Where children are identified as not making the expected progress against National and age-related expectations, appropriate support is considered and may be put in place.
- ❖ The SENDCO meets termly with class teachers and learning support assistants to discuss the impact of interventions and resulting progress for all pupils on the SEND register. Where expected progress has not been achieved, changes may be made to intervention programmes or the level of support received by the child. This information will then be shared with parents by the child's class teacher.
- ❖ Individual targets/outcomes are reviewed at least termly by the class teacher and learning support assistant. These will be shared with parents during the review meeting.

What pastoral, medical and social support is available in the school?

- ❖ Ofsted regularly reports on the strong relationships between staff and pupils and that the whole staff work hard to do their best for the children in the school's care.
- ❖ Class teachers have overall responsibility for the pastoral, medical and social care of every child in their class. If the class teacher has concerns over the wellbeing of individual pupils, this would be discussed with the SENDCO who is also the school's Senior Mental Health Lead.
- ❖ Orchard Junior School has a team of ELSAs who provide emotional and social support for individual pupils.
- ❖ Orchard Junior School has established strong relationships with agencies such as The Clifford Centre (Primary Behaviour Support), Forest Park Outreach, Oak Lodge Outreach and Hampshire Educational Psychology Service to put appropriate support in place for individual pupils and their families.

SEND Information Report

Orchard Junior School – September 2023

How does the school manage the administration of medicines?

- ❖ The school has a policy regarding the administration and management of medicines on the school site.
- ❖ Where medication, prescribed by Health Professionals, is required during the school day parents should visit the school office to complete the relevant permission forms and discuss timings.
- ❖ The staff at Orchard Junior School receive regular training in the care of pupils with specific needs e.g. Diabetes, Epilepsy, allergies.
- ❖ Within the school community there is a team of trained first aiders.

What support is available for behaviour, avoiding exclusion and increasing attendance?

- ❖ Where a pupil has behaviour difficulties the class teacher will put in place an Individual Behaviour Management Plan (IBMP) which will be shared with the pupil, parents and members of staff who come into contact with the child.
- ❖ Where additional support is needed the SENDCO can refer an individual child to The Clifford Centre (Primary Behaviour Support). Members of their team may provide outreach support and advice. Parental consent is sought before an approach is made to external agencies and parents are invited to contribute to meetings.
- ❖ The school has a behaviour management system in place across the school in order to ensure a consistent approach to rewards and sanctions.
- ❖ Attendance of all pupils is closely monitored. Lateness and absence are recorded. If there is cause for concern, a member of the Senior Leadership Team will make contact with parents.

How can my child contribute their views at school?

- ❖ Each class elects two school councillors to represent them in regular School Council meetings. The councillors consult their classes before the meetings which are a forum for issues and viewpoints to be raised.
- ❖ Pupils on the SEND register will have the opportunity to record their views on their IEPs with their class teacher and parents termly.
- ❖ For those pupils who have an Education, Health Care Plan there is the opportunity to express their views before interim and annual review meetings.

SEND Information Report

Orchard Junior School – September 2023

What specialist services are available at the school?

- ❖ Miss Goldup, our Deputy Headteacher, is fully qualified and accredited with the National Award in Special Educational Needs Co-ordination. Miss Tracey (our SENDCo) is currently completing this accreditation.
- ❖ As a school we work closely with a range of external agencies relevant to the needs of individual pupils. Including:
 - The Clifford Centre (Primary Behaviour Support Unit)
 - Hampshire Educational Psychology Service
 - CAMHS
 - Speech and Language Therapists
 - Occupational Health Therapists
 - Physiotherapists
 - Forest Park Outreach
 - Oak Lodge Outreach
 - Physical Disability Support Team
 - Health: School Nurse, General Practitioners, Consultant Paediatricians.
 - Families Matter,
 - Children's Services: Early Help Hub and Social Workers.

How are teaching staff trained to support students who face barriers to learning?

- ❖ Our team of ELSA are fully trained and receive termly support from the Educational Psychologist.
- ❖ Where individual pupils are being supported by Speech and Language Therapy, Occupational Therapy or Physiotherapy their individual programmes are determined by the relevant therapist during termly visits. Experienced Learning Support Assistants are trained by the visiting therapist to deliver the programme and the progress of each pupil assessed during each termly visit by the professional therapist.
- ❖ The SENDCO oversees the training programme and ensures that programmes are being carried out correctly.
- ❖ Class teachers receive training relevant to the needs of pupils in their class.
- ❖ Class teachers and the Learning Support Team receive regular training and updates from the SENDCO.

SEND Information Report

Orchard Junior School – September 2023

- ❖ In the past, adults in the school have received training related to: supporting pupils with SEN, mathematics support, motivating reluctant learners, the delivery of specific intervention programmes. The majority of our LSA team are First Aid trained.

How will my child be included in outdoor learning, including educational visits?

- ❖ At Orchard Junior School we put support in place to enable all pupils to be included in all aspects of school life.
- ❖ Risk Assessments are carried out prior to all school trips and necessary support and transport arranged where deemed necessary to ensure Health and Safety considerations are met.
- ❖ Parents of pupils with SEND are always consulted prior to school trips and, where appropriate, are invited to accompany the class if they would like to do so.
- ❖ Every effort has been made to include all pupils in residential visits with the appropriate level of support in place.
- ❖ At Orchard Junior School all pupils in Year 4 have the opportunity to take part in an intensive swimming programme. Individual coaching support and specialist transport has been arranged to meet the needs of pupils with SEND.

How accessible is the school environment?

- ❖ The school site is wheelchair accessible with a disabled toilet.
- ❖ Classrooms are allocated depending on the specific needs of pupils in the school.
- ❖ Before admitting a pupil with SEND, the SENDCO will meet with the Local Authority's Physical Disability Team to ensure all needs can be met and any adaptations recommended are made. Regular meetings are held, following admission, to ensure that any changes to the child's mobility are addressed.

How does the school support student transition between education settings?

- ❖ For children who are identified by their previous setting, an individual transition programme will be put in place to enable them to visit Orchard Junior regularly. This could be individually or with a group of friends.
- ❖ The ELSA team or identified LSAs may write social stories for pupils who may find transition difficult. Pupils are encouraged to visit and take photographs of the school and receiving staff which are made into a book that can be shared with parents throughout the summer.
- ❖ Prior to transition to secondary school the SENDCO and class teachers identify pupils who could find the process challenging and the following support may be put in place:

SEND Information Report **Orchard Junior School – September 2023**

- Additional visits to the secondary school
- Close liaison between the SENDCO at Orchard Junior School and the SENDCOs at Noadswood School, Applemore College, the New Forest Academy and other local secondary schools.
- If your child has complex needs the SENDCO may establish a Transition Partnership Agreement (TPA) which would involve all professionals supporting the pupil e.g. Class teacher, Health professionals, Educational Psychologist, meeting together with the child's parents and the SENDCO of the receiving secondary school, to ensure all relevant information is shared and recorded.
- For pupils supported by an Education, Health Care Plan an annual review meeting would include professionals from the receiving school.
- ❖ As a school we liaise closely with staff when receiving and transferring pupils to different schools ensuring that all relevant paperwork is passed on and all needs are discussed and understood.

How does the school allocate resources to meet children's needs?

- ❖ At Orchard Junior School, we ensure that all children with Special Educational Needs and Disabilities are supported to the best of the school's ability with the funds available to us.
- ❖ The budget is allocated on a need's basis. Pupils with the most complex needs are given the most support.

How does the school decide how much, and what type of, support my child needs?

- ❖ The SENDCO and class teachers determine the level of support required to meet individual pupil's needs.
- ❖ Pupils on the SEND Register have targets/outcomes that are shared with parents termly. These meetings give parents the opportunity to discuss the level of support.
- ❖ The level of support provided will be directly related to the individual pupil's needs in order to ensure that pupils thrive emotionally, socially and academically.
- ❖ Where a pupil has been awarded an Education Health Care Plan the Local Authority, in consultation with the school, will determine the level of support. This is reviewed annually.

How does the school measure the impact of support offered to students?

- ❖ Termly conferencing sessions between SENDCO, Class teachers and Learning Support Assistants to review progress and make changes to intervention programmes or level of

SEND Information Report **Orchard Junior School – September 2023**

support as necessary. During these meetings progress academically against national/ age expected levels will be discussed.

- ❖ For pupils on the SEND Register there will be termly meeting which includes parents to review targets and assess the impact these are having on progress. We strongly encourage parents to attend these meetings.
- ❖ Review meetings, that include teacher, parents and other supporting agencies, will be held annually for pupils who are supported by an EHCP and outcomes shared with the Local Authority.
- ❖ Class teachers and the SENDCO are happy to meet with parents, at a mutually convenient time, to discuss progress in addition to the more formal review meetings.
- ❖ When children are placed on the SEND register, this is done so using an entry point assessment. Children will then be removed from the register once they have made sufficient progress and have reached the 'exit point' which is detailed using the same assessment prior to them entering.

Where can I find further information?

- ❖ Your child's class teacher should be your first point of contact.
- ❖ The SENDCO, Miss Tracey, can be contacted through the school office or by e-mail sen@orchardjunior.com . The School Website has more general information about the daily life of Orchard Junior School together with our policies.
- ❖ Hampshire's Local Offer:
<https://fish.hants.gov.uk/kb5/hampshire/directory/localoffer.page>
- ❖ Contact Parent Partnership – <https://what0-18.nhs.uk/resources/information-on-local-healthcare-services/hampshire-parent-partnership-service>
- ❖ Contact IPSEA (Independent Parental Special Education Advice) – <https://www.ipsea.org.uk/>
- ❖ Hampshire SENDIASS
- ❖ An impartial information, advice and support service for parents, carers, children and young people with Special Educational Needs and Disabilities (SEND)

Who should I contact if I am considering whether my child should join the school?

- ❖ Contact the school office to arrange a tour of the school.
- ❖ The SENDCO, Miss Tracey, is available to discuss your child's needs and how these could be met by the school.