

EPA SEND Policy

EPWORTH PRIMARY ACADEMY



EPA SEND Policy

Contents

1 Introduction.....	3
2 Safeguarding Statement	3
3 Policy Statement	4
4 Aims and Objectives.....	4
5 Identifying special educational needs.....	5
6 Responsibility for Co-ordination of SEN Provision	6
7 Specialist SEN Provision	7
8 A graduated approach to SEN support.....	10
9 Admissions.....	12
10 Access Arrangements	12
11 Accessibility	13
12 Access to the Full Life of the School	13
13 Inclusion	13
14 SEN Budget	14
15 Roles and Responsibilities	14
16 Training	15
17 Storing and Managing Information	15
18 Dealing with Complaints.....	15
19 Reviewing the Policy.....	15
20 Document Control.....	16

EPA SEND Policy

1 Introduction

Epworth Primary Academy aims to support children with special educational needs and disabilities by seeking to remove barriers to learning and facilitating participation in all aspects of school life.

The SENDCO, class teachers and assistant teachers work closely together to provide a wide-ranging support service for students and their families within the academy and also facilitate support from outside agencies if required.

We offer a variety of support for children with individual needs including:

- in-class support
- one to one or small group interventions in English and Mathematics
- personalised intervention packages for children with additional needs.

We also provide pastoral support packages for students who may have social, emotional and mental health difficulties.

By working closely with a number of external agencies we can also offer bespoke packages.

2 Safeguarding Statement

School commitment

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. To fulfil this responsibility effectively, all staff should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child.

This policy applies to all staff, volunteers, visitors, and governors in the school and is consistent with the procedures of the three safeguarding partners. Our policy and procedures also apply to extended school and off-site activities.

We aim to work in partnership and have an important role in inter-agency safeguarding arrangements as set out by Working Together to Safeguard Children 2018 and Keeping Children Safe in Education 2021. Everyone working in or for our school shares an objective to help keep children and young people safe by contributing to:

- protecting children from maltreatment
- preventing the impairment of children's mental and physical health or development.
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- taking action to enable all children to have the best outcomes.

Epworth Primary Academy is committed to safeguarding and promoting the well-being of all of its pupils. Each pupil's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world in a positive way. Whilst at school, behaviour may be challenging. We recognise that they may

EPA SEND Policy

exhibit concerning behaviours and at times this may impact on other children either directly or indirectly. We will always take a considered and sensitive approach in order that we can support all our pupils.

We will establish an ethos where: -

- children feel safe so that they can learn and develop
- children know there are adults they can talk to if they are worried
- children are equipped with the skills needed to stay safe, providing opportunities for PSHE throughout the curriculum.

Epworth Primary Academy pays full regard to Keeping Children Safe in Education 2021 (Part 3). We ensure that all appropriate measures are applied in relation to everyone who works in the school. Safer recruitment practice includes scrutinising applicants, verifying identity, academic and vocational qualifications, obtaining professional references, checking previous employment history and ensuring that a candidate has the health and physical capacity for the job. It also includes undertaking interviews and all relevant safer recruitment checks, e.g. Disclosure and Barring Service and right to work in the UK checks etc.

3 Policy Statement

We recognise that because of the day to day contact with children, academy/school staff are well placed to observe the outward signs of abuse, neglect, victimisation and exploitation. We will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to
- Ensure children know that there are adults in the school whom they can approach if they are worried
- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse.

We will follow the procedures set out by North Lincolnshire Local Safeguarding Children Board (LSCB) and guidance issued by the Department for Education

4 Aims and Objectives

The aims and objectives of this policy are:

- To raise the aspirations of and expectations for all pupils with SEN.
- To identify and provide for pupils who have special educational needs and additional needs.
- To work with the guidance provided in the SEND Code of Practice 2014.
- To operate a 'whole pupil, whole school' approach to the management and provision of support for special educational needs.
- To provide a SENDCO who will work with the SEN Inclusion policy.

EPA SEND Policy

- To provide support and advice for all staff working with children with special educational needs.
- To develop and maintain partnership and high levels of engagement with parents.
- To ensure access to the curriculum for all pupils.
- To create an environment that meets the special educational needs of each child.
- To ensure that the special educational needs of children are identified, assessed and provided for.
- To make clear the expectations of all partners in the process.
- To identify the roles and responsibilities of staff in providing for children's special educational needs.
- To ensure that parents or carers are able to play their part in supporting their child's education.
- To ensure that our children have a voice in this process.

5 Identifying special educational needs

The SEND Code of Practice states that there are four broad categories of need:

- Communication and Interaction
- Cognition and Learning
- Social Emotional and Mental Health Difficulties
- Sensory/Physical Needs

While the four categories of need broadly identify aspects of primary areas of need for children and young people, at Epworth Primary Academy we identify the needs of pupils by considering the needs of the whole child, which will include not just the special educational needs of the child or young person.

Many other areas may impact on progress and attainment; however, these are not special educational needs.

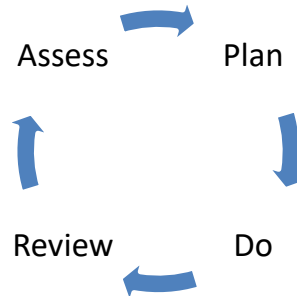
- Disability (the Code of Practice outlines the 'reasonable adjustment' duty for all settings and schools provided under current disability equality legislation including the provision of auxiliary aids)
- Attendance and punctuality.
- Health and welfare.
- English as an additional language. (EAL).
- Being in receipt of the pupil premium.
- Being a looked after child.
- Being a child of serviceman/woman.

Behaviour is now not considered as a SEN need. Any concerns relating to a child's behaviour is described as an underlying response to a need which the staff at Epworth Primary Academy will be able to recognise and identify.

EPA SEND Policy

6 Responsibility for Co-ordination of SEN Provision

Epworth Primary Academy is committed to the early identification of special and additional educational needs and adopts a graduated response in line with the Code of Practice 2014.



All teachers are responsible for every child in their care, including those with special educational needs. (**Reference:** Teaching & Learning Policy)

Assess: daily teacher assessments, termly pupil progress meetings, termly tests in accordance with our assessment guide, and a range of baseline assessments.

Information is gathered and collated on all children from their EYFS starting points and all the way through their learning journey at Epworth Primary Academy. This includes data and reports from nursery providers, information provided during meetings with primary teachers and SENDCOs and discussions with parents and children.

Throughout our Academy, assessment continues with a range of in-house assessments and mechanisms including:

- Cognitive Abilities Tests
- Reading, mental mathematics and spelling tests
- Dyslexia Screening for identified students
- Dyscalculia Screening for identified students
- Close tracking of academy assessment and data.
- Discussion with teachers and observations

This identification of particular individual needs of students is a collaborative process between teachers, support staff, the SENDCO, Progress and Achievement Leads, the child and parents/guardians.

The academy's system of assessment and review applies to all children. At a whole school level there are Pupil Progress Meetings as well as on-going teacher assessments and scan tracking data. Parents and children are invited to consultation evenings.

Most SEN Interventions are for the duration of a term, but we are flexible when meeting the changing needs of children so that some may run for a shorter or a longer period of time. The children are involved in the setting and reviewing of outcomes, where

EPA SEND Policy

appropriate. As mentioned above there are regular reviews of progress for children with SEN in relation to the SEN Interventions and Outcomes.

Plan: Individual Education Plans created by class teacher, SENDCo and child which are shared with parents.

All children who are receiving support that is additional to or different from the core curriculum are provided with an IEP. This provides staff with support for learning information which is used in conjunction with up to date data generated from the school scan system. Outcomes are set and reviewed termly. Children are involved at all times and the IEPs are shared with parents termly during the year.

Do: Interventions led by either intervention teacher, teacher, teaching assistant or Principal.

We offer a wide range of intervention programmes for individual children requiring additional support. These are led by a range of EPA staff. The interventions take place in the classrooms or intervention spaces across the school. Children are monitored during the period of intervention. Progress is assessed on a regular basis and decisions are made with parents and children about future support.

Review: Reviews at termly pupil progress meetings with Senior Leadership Team and through IEP meetings with parents and children.

Having consulted with children, young people and their parents, all our additional provision (internal or external) is based on an agreed outcomes approach.

7 Specialist SEN Provision

We meet the needs of students with a variety of needs through the curriculum and SEN planning. The new SEND Code of Practice which came into effect in September 2014 sets out four main areas of need but we are mindful that the areas of need are not mutually exclusive and some student's needs may fall into more than one category.

We recognise that for some children, a special educational need can be identified at an early age while for others difficulties only become evident as they develop.

The four main SEND areas are:

1. Communication and interaction

Children with speech, language and communication needs have difficulty communicating with others. This may be because they have difficulty saying what they want to, difficulty with understanding what is being said to them or they do not understand or use the social rules of communication. Children with Autism Spectrum Disorder, including Asperger's Syndrome, are likely to have particular difficulties with social interaction. They may also experience difficulties with

EPA SEND Policy

language, communication, imagination and empathy, all of which can impact on how they relate to others.

At Epworth Primary Academy, we provide; Speech Therapy, Learning Mentor nurture and friendship groups.

2. Cognition and learning

Children who have difficulty with understanding and learning. These children may learn at a slower pace than others of the same age even when work is differentiated (changed) for them. Learning difficulties cover a wide range of needs, including:

- specific learning difficulties which affect one or more specific areas of learning. Examples of a specific learning difficulty are Dyslexia, Dyspraxia and Dyscalculia.
- moderate learning difficulties and severe learning difficulties which may require support in all areas of the curriculum and in some cases associated difficulties with mobility and communication.
- profound and multiple learning difficulties which can include severe and complex learning difficulties, a physical disability and/or a sensory impairment. Intervention groups with intervention teacher, teacher, teaching assistant or Principal either 1:1 or in small groups as often as daily and tailored to individual needs.

At Epworth Primary Academy we provide individual support and alternative provisions for identified children where needed.

3. Social, emotional and mental health

Children may experience a wide range of social and emotional difficulties which manifest themselves in many ways.

These may include becoming withdrawn or isolated, as well as displaying challenging, disruptive or disturbing behaviour. These behaviours may reflect underlying mental health difficulties such as anxiety or depression, self-harming, substance misuse, eating disorders or physical symptoms that are medically unexplained. Other children and young people may have disorders such as attention deficit disorder, attention deficit hyperactive disorder or attachment disorder. Individual plans with support activities from CAMHS/ASET/EP, Thrive delivered by Progress and Achievement Lead.

At Epworth Primary Academy we provide, individual support through internal and external agencies such as Social Work Team, FaSST and Children's Centre as well as from Early Help.

At Epworth Primary Academy we have a school council which children are voted on to by their peers.

EPA SEND Policy

We also have reading buddies and playtime buddies to support with both academic and emotional challenges.

We support children's emotional and mental well-being. We try to ensure that all children feel supported through a range of interventions including access to support groups for self-esteem, dealing with conflict, attendance, behaviour for learning as well as Life Coaching as required.

Support is provided through our Learning Mentors who have specific training in a range of additional needs. When appropriate external help is sought, for example, from the School Nursing Team, Educational Psychologist or Children's Services.

At lunch and break times there are designated, staffed areas for our more vulnerable children.

Specific interventions for children with additional needs include: having a named member of staff for support, being guided to particular areas or activities, being able to access learning mentors, 1:1 Life Coaching, 1:1 and small group behaviour interventions. If needed we can offer alternative provisions alongside mainstream days.

Pastoral support arrangements for listening to the views of children and young people with SEND and measures to prevent bullying.

Progress and achievement leader support children on a day to day basis.

All classes have regular check-ins throughout the day.

The School Nurse Service run regular Choices Clinics and a PCSO is attached to school.

4. Sensory and/or physical needs

Some children require special educational provision because they have a disability which prevents or hinders them from making use of the educational facilities generally provided.

These difficulties can be age related and may fluctuate over time. The needs in this category include:

- a physical disability
- a visual impairment
- a hearing impairment
- a multi-sensory impairment

Many of these children will need specialist support and/or equipment to access their

EPA SEND Policy

learning or the educational environment. They may also need additional support to access all the opportunities available to their peers.

At Epworth Primary Academy we provide individual support from the Hearing Support Team, Disability Team, Occupational Support, Speech and Language Therapist and any other external providers needed which can be delivered in school.

8 A graduated approach to SEN support.

It is important that a pupil's special educational needs are identified as early as possible. The benefits of early identification are widely recognised – identifying need at the earliest point and then making effective provision improves long-term outcomes for the child. The majority of pupils have their needs met through quality first teaching through normal classroom arrangements and appropriate differentiation. We will always inform parents as soon as we have any concerns about their child's progress.

The progress made by all children will be regularly monitored and reviewed. There is no need for pupils to be registered or identified as having SEN unless the school is taking additional or different action. This would be once they had all the intervention/adjustments and good quality personalised teaching. Making higher quality teaching available to all children is likely to mean that fewer pupils will require extra support.

If a pupil is not making adequate progress the class teacher ensures that there is high quality teaching targeted at the area a pupil finds difficult, appropriate differentiation is in place and begins to collect a range of evidence through the usual assessment and monitoring arrangements.

The Principal, SENDCO and other members of staff analyse whole school data regularly as a means of screening pupils who are not making adequate progress. This allows early intervention to address the pupils' needs.

If a pupil is displaying an area of concern, the class teacher liaises with the SENDCO and contacts parents. Together they will initiate the process of organising additional support to meet his/her needs. This may involve consultation and advice from outside agencies. There will only be one single category of support, SEN Support.

A pupil has SEN 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.

Once children have been identified as having special educational needs, the class teacher and SENDCO will meet with parents and the pupil to discuss and plan a suitable strategy or intervention.

All participants at the meeting will be expected to play their part in the Assess, Plan, Do, Review process. They will decide the level of provision needed.

EPA SEND Policy

A review date will be arranged for the next meeting. If the child has made progress there is the option of a child being taken off the SEN register, however this would be agreed at the Review meeting with parents and pupil.

Class teachers will be expected to monitor the intervention and the progress of the child. The teacher has responsibility for evidencing progress according to the outcomes described in the plan.

The class teacher, SENDCO, pupil and parents meet to discuss this area of concern. All will agree a target, a time limited intervention/strategy and a date for the review. Epworth Primary Academy will follow the Assess – Plan – Do - Review cycle in partnership with parents and pupils.

Each child has their own plan (where appropriate will be involved in creation) which will include the clear outcomes to be achieved within an agreed timeframe (an individual education plan). Parents will receive a copy of the record at the meeting or emailed via Arbor. The class teacher is responsible for maintaining and updating the education plan (IEP) in consultation with the SENDCO, where needed. The plan will be reviewed termly and feed into pupil progress meetings. Parents will be invited to review meetings. If they are unable to attend, then a copy of the new IEP will be sent via Arbor and the parent's views will be welcomed.

For some children SEN can be identified at an early age. However, for other children difficulties become evident only as they develop. Parents know their children best and at Epworth Primary Academy we listen and understand when parents express concerns about their child's development. We always try to work as a team; seeing concerns from all viewpoints.

If a child has lifelong or significant difficulties, they may undergo a Statutory Assessment Process, which is usually requested by the Academy but can be requested by the parent. This will occur where complexity of need or a lack of clarity around the needs of the child are such that a multi-agency approach to assessing that need, to planning provision and identifying resources, is required.

The decision to make a referral will be taken at a progress review. The application for an Educational Health and Care Plan will combine information from a variety of sources including:

- Parents
- Teachers
- SENDCO
- Educational Psychologists
- Social care
- Health professionals.
- Hearing Team

EPA SEND Policy

- ASET

Information will be gathered relating to the current provision, action points that have been taken, and the preliminary outcomes of targets set. A decision will be made by a panel from education, health and social care about whether the child is eligible for an EHC plan.

Parents have the right to appeal against the decision not to initiate the assessment leading to an EHC Plan.

Education, Health and Care Plans. (EHC Plan)

Following Statutory Assessment, an EHC Plan will be provided by North Lincolnshire Local Authority, if it is decided that the child's needs are not being met by the support that is ordinarily available. The Academy and the child's parents will be involved in developing and producing the plan.

Parents have the right to appeal against the content of the EHC Plan. They may also appeal against the school named in the Plan if it differs from their preferred choice. Once the EHC Plan has been completed and agreed, it will be kept as part of the child's formal record and reviewed at least annually by staff, parents and the pupil. The annual review enables provision for the pupil to be evaluated and, where appropriate, for changes to be put in place, for example, reducing or increasing levels of support. If required an interim review can take place before the annual review.

9 Admissions

Pupils with special educational needs will be admitted to Epworth Primary Academy in line with the school's admissions' policy. The school is aware of the statutory requirements of the SEN and Disability Act and will meet the Act's requirements. The school will use their induction meetings to work closely with parents to ascertain whether a child has been identified as having special educational needs at Early Years Action or Early Years Action Plus.

If the school is alerted to the fact that a child may have a difficulty in learning they will make their best endeavours to collect all relevant information and plan a relevant differentiated curriculum.

10 Access Arrangements

Identified children are assessed at end of EYFS, Phonics Screening in Year 1, End of KS1 and End of KS2.

Access arrangements could include extra time, a reader, a scribe, use of a word processor, rest breaks. However, the examination boards apply very strict guidelines and there has to be evidence of an established way of working as well as evidence of long term need and provision.

EPA SEND Policy

11 Accessibility

The school site is a relatively new building. We are continually working to improve accessibility. In the main academy car park there is a designated disabled parking space.

The school has procedures for the safe administration of medicines for those who need regular medication on site to help them to access their lessons.

Where required specific resources are accessed on loan or purchased for students with a disability to allow them to access the full curriculum.

The academy is on one floor and/or has ramps leading up to the majority of outside doors.

There is a disabled toilet.

12 Access to the Full Life of the School

The academy provides extra-curricular activities and organises trips that are available to all children.

The academy will support a SEND child to get involved in any activity or trip if necessary. For example, risk assessments and reasonable adjustments are carried out/put in place to ensure SEND children are able to participate in activities and trips.

Vulnerable children are supported to allow them to spend break and lunchtime in a quiet and safe place.

Some children go into lunch at the start with Assistant Teachers to avoid the hustle and bustle of the queues. Some children have separate eating area to avoid sensory overload.

Additional staff are out on a lunch to support key children.

13 Inclusion

Epworth Primary Academy is committed to the development of inclusive practice.

We seek to enable all children to participate in the life and work of the Academy to the best of their abilities, whatever their needs.

We seek to fulfil every child's entitlement to support by the provision of a service for the whole Academy.

We seek to facilitate the integration of children with additional and exceptional learning needs via appropriate teaching methods, classroom management and physical access to the curriculum.

We seek to ensure that the necessary provision is made for any child who has additional and exceptional learning needs.

EPA SEND Policy

14 SEN Budget

All mainstream schools and academies are provided with resources to support those pupils with additional needs, including pupils with SEN and disabilities. Most of these resources are determined by a local funding formula, discussed with the local schools forum. Epworth Primary Academy has an amount identified within our overall budget, called the notional SEN budget. We always endeavour to provide high quality appropriate support from this budget.

North Lincolnshire Authority will provide additional top-up funding where the cost of the special educational provision for a particular child (with an EHC Plan) exceeds the nationally prescribed threshold. Where some or all of this budget is to enable the child to participate, enjoy and achieve their learning outcomes, this element is called the personal SEN budget. A child may also have an element of their personal budget from social care or health. While the personal SEN budget is focused on learning outcomes, a personal care budget is focused around family and home life. Personal health budgets are focused on health outcomes. Together these elements form the child's overall personal budget.

Since April 2013 the new school funding arrangements divide funding into three parts, elements 1, 2 and 3.

1. Universal services and mainstream funding per pupil at a school/academy.
2. Targeted services and support. Each setting is expected to provide support up to the equivalent of £6,000 to meet the additional needs of children who require this.
3. Choice and control/self-directed support. This is 'top up' funding by North Lincolnshire Authority. This funding is allocated through a resource allocation system as indicative personal SEN budgets. It provides the additional individual support the pupil's needs in order to achieve their learning outcomes as set out in their EHC Plan.

Parts of the personal SEN budget may be taken as a direct payment and used by parents on behalf of the child to purchase the additional and individual support set out in the EHC Plan. If a parent chooses this route the budget will still be audited and checked by external sources.

15 Roles and Responsibilities

The Principal - Mr Woolley is responsible for managing the pupil premium funding and SEN budget with support from The SENDCo.

The SENDCO is Miss M Parkin. Her role is to determine the strategic development of the SEN policy and provision in school. She also has day-to-day responsibility for the operation of the SEN policy and co-ordination of specific provision made to support individual pupils with SEN, including those with EHC plans.

EPA SEND Policy

The Progress and Achievement Lead works closely with families to provide support.

16 Training

At Epworth Primary Academy we are committed to developing the ongoing expertise of our staff.

The Special Needs Coordinator and appropriate staff attend appropriate courses to update their working knowledge of policy, procedures and developments relating to the education of pupils with special educational needs and disabilities.

Other teaching staff will be kept up to date informally by the SENDCO and formally at staff meetings and training.

Assistant Teachers who support individual pupils and groups of pupils have a wide range of curriculum and special educational needs knowledge. This is regularly updated by the SENDCO.

17 Storing and Managing Information

- All SEN folders will be stored digitally in line with our GDPR Policy.
- The SEN policy, the school offer and information for parents and staff will be on the academy website under SEN provision. (www.epworthprimaryacademy.co.uk).
- A folder of SEN information will be passed on when a child transfers to another school or setting, including into the secondary phase. All SEN records etc will be treated as confidential.

18 Dealing with Complaints

Complaints regarding SEN provision should in the first place be raised with Miss Parkin – (SENDCO) who will seek to resolve the difficulty quickly and to the satisfaction of all concerned. If the issue is not resolved it should be referred to the Principal who will follow the academy's normal complaints procedure.

The member of the AOC with responsibility for SEN is Anna Stephenson and Sarah Smyth who can be contacted through the academy.

For further information please see the Trust's Complaint Policy on the school website.

Our complaints procedure can be found in our Complaints Policy on our website or can be obtained from our academy office upon request.

19 Reviewing the Policy

The SEN policy will be reviewed annually. A focus group of parents and children will be asked to help with the review. The policy will then be reviewed and updated by staff and

EPA SEND Policy

the Advisory Board will be informed. The focus group will improve levels of engagement with parents, carers and families.

Document Control

Contact	S Woolley
Status	Issue
Publication Date	October 2020
Review Date	September 2022
Approved/Ratified by	AOC – September 2021
Version Control	
Draft 1 - For comments	
Issue 1 – Authorised version	
Reviewed – September 2021	