



St James CE PRIMARY SCHOOL

SPECIAL EDUCATIONAL NEEDS and DISABILITY (SEND) INFORMATION REPORT

General Information/Frequently Asked Questions

What is the school ethos/approach to SEN and Disability?

St James CE Primary School is a fully inclusive school with a clear approach to meeting the needs of pupils with Special Educational Needs and Disability to ensure that all pupils, regardless of their individual needs achieves their best and becomes a confident individual living a fulfilling life.

What should I do if I think my child has a Special Educational Need or Disability?

If you have any concerns regarding any aspects of your child's education, contact your child's class teacher in the first instance. Further discussions with the school SENCO and/or senior leadership team may then be arranged, depending on the nature of your concern. If you have a concern related to a medical or health issue, then you may wish to speak to the school nurse, your doctor or health visitor.

How will I know how my child is doing in school? How will I be involved in discussions about, planning for, and involvement in, my child's education?

At St James CE Primary School we believe that parents should be kept fully informed about their child's progress. Parents and children are invited to attend Parent Conference evenings in the autumn and spring terms. At these meetings the class teacher, parents and child are able to discuss the progress made and share individual targets to further improve learning.

In the summer term parents receive a detailed report which highlights progress made, attainment levels along with progress towards the child's personal learning goals. Parents are able to make an appointment to discuss the report further if they wish to do so. Parents may also request information at any time regarding the progress of their child. Throughout the year there are opportunities for parents to attend International Primary Curriculum (IPC) exit points so children are able to share their learning from across different areas of the curriculum.

In addition children with a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) will have a Person Centred Review Meeting once a year. At these meetings the child, parents, school staff and specialist outside agencies can discuss the progress made over the year, agree new targets and set actions as well as long term aspirations.

What support will there be for my child's overall well-being?

At St James CE Primary School the overall well-being of our children is a high priority and is monitored closely by all staff. We are very clear about the characteristics of the children we are helping to develop. There are 8 key attributes that are embedded in all aspects of daily life in order to prepare all of our children for future lives. The 8 personal learning goals that are taught throughout school are enquiry skills, adaptability, resilience, morality, good communication skills, thoughtfulness, co-operation and respect. The school employs a Child Protection and safeguarding lead who is fully trained. The school has trained first aiders available throughout school to deal with medical incidents. If you are concerned about your child's social or emotional development please speak to your child's class teacher or SENCO.

How does St James CE Primary School involve children and young people in their education and in the decision making process?

As part of our approach to learning and teaching for all pupils the teacher and child discuss their progress and attainment through one to one Learning Review meetings four times a year. Each child is fully involved, at their level of understanding, in setting their own targets for improvement in reading, writing, mathematics and attitude to learning, helping to identify how they can achieve these targets and evaluating their progress towards the previous targets.

During lessons all children are encouraged to evaluate their progress towards the learning objective, through oral feedback or evaluation faces. Children are encouraged to complete self and peer evaluations during lessons to further improve their learning. Our children value feedback from staff and time is given for children to respond to marking.

Who, outside of school, can I turn to for advice and support?

Manchester Information and Advisory Service (Previously Parent Partnership) is a community-based, confidential and independent information and advisory service for parents/carers of children and young people with special educational needs. Telephone 0161 209 8356 (Monday to Friday 10am-3pm)

Where can I find information about Local Authority provision for children and young people with SEND?

The publication of a Local offer outlining what provision is available for children and young people in the Manchester area who have SEND can be found at

<https://hsm.manchester.gov.uk/kb5/manchester/directory/directory.page?directorychannel=1-7>

How should complaints regarding SEND provision be made and how will they be dealt with?

St James CE Primary School has a complaints procedure to ensure we respond to complaints as quickly and effectively as possible. We value all comments about our school and we will endeavour to address your concerns at the earliest stage possible. A full copy of the School's Complaints procedure can be obtained from the school or school website. The vast majority of concerns can be resolved informally. There are many occasions when the class teacher, office staff, SENCO or senior teachers can resolve your concerns straight away. If you remain dissatisfied with the outcome the complaint should then be referred to the Head teacher or the Chair of Governors, as outlined in the Complaints Procedure.

What is St James CE Primary School policy for the identification of needs?

St James CE Primary School has a clear approach to identifying the needs of children with SEND with the emphasis being on early identification. School assesses each's pupils' current skills and levels on entry to the school, building on information from parents, previous settings and outside agencies, where applicable. Class teachers, supported by the senior leadership team, make regular assessments of progress of all pupils. If a child is making less than expected progress the first response is high quality teaching targeted at their areas of need. Where progress continues to be less than expected the class teacher, working with the SENCO, assesses whether the child has SEND. At this stage additional information and/or assessments may be requested from specialist outside agencies or medical professionals.

How does the school ensure the inclusion of pupils with SEND in activities outside of the classroom?

All children have access to and participate in an inclusive and enriching curriculum with lots of opportunities to develop their social, emotional and cultural well-being and development alongside their academic development. The school has many extra- curricular clubs at lunchtime and after school. These are offered to all children and any responsible adjustments are made to ensure that all children can access the clubs of their choice.

To enrich the curriculum children attend various trips. Every effort is made to ensure that all children can fully participate in their trips. Children with additional medical, physical or behavioural needs are included on the trip risk assessment. If required, additional staffing support is provided.

How are equipment and facilities to support pupils secured?

The school budget includes a notional budget for supporting children with SEND. Additional funding is provided for children with additional needs to ensure they are achieving their full potential. Resources, equipment and training is allocated through careful consideration of the SEND Action plan and whole school priorities for improvement.

How does St James CE Primary school support pupils with SEND during transition?

As this can be a difficult time for any child we try to ensure that all transitions are as smooth as possible.

To aid transition to the nursery teaching staff will visit parents and children in their own home. Children also get the opportunity to visit their classroom with their parents before a phased transition in September. Reception children have the opportunity to attend transition days and phased transitions to reception are used where required.

To aid initial transition to the Resource Provision unit children are invited to visit with their parents. Following this a phased transition to the unit is set up linked to the child's individual needs.

To aid transition from year to year children have the opportunity to meet their new teacher on 'Move up morning' and parents have the opportunity to meet their child's new teacher at 'Meet the Teacher Evening'. For children who will find transition particularly challenging, additional transition visits and transition booklets can be set up.

Close liaison is made with schools if a child moves school within the academic year to ensure that all relevant information is fully shared. In year 6, the class teachers and SENCO liaise closely with secondary schools. Additional transition is set up for vulnerable children or children with high levels of need.

How does St James CE Primary School support young people with SEND in preparing for adulthood, independent living and the next phase of their education, training or employment?

At St James CE Primary school there is a clear vision on the types of children we are hoping to develop now and for their future beyond education. Learning focusses on the eight personal learning goals alongside academic attainment. The school has an enriching curriculum with lots of opportunities to develop their social, emotional and cultural well-being. Children are encouraged to be independent learners and within their day to day lives. Staff ensure that children encounter real life situations where possible and model how to respond appropriately. Targeted Life skills and social skills interventions are put into place where required to prepare and support children for further education and adult hood.

How do I get a copy of the school SEND policy?

The school's SEN policy can be found on the 'About Us' section of the School Website or by clicking the following link.
<http://stjames-gorton.manchester.sch.uk/aboutus/policies.html>
Alternatively a copy can be obtained by contacting the school SENCO or school office.

Who do I contact for further information?

Contact the school SENCO
Miss Elaine Davies
Tel: 0161 223 2423
Email: STJoffice@vantageacademies.co.uk

**Details of Provision on offer at St James CE Primary School to support children with
Special Educational Needs or Disabilities**

Area of SEND	COGNITION AND LEARNING	COMMUNICATION AND INTERACTION	SOCIAL, EMOTIONAL AND MENTAL HEALTH	SENSORY AND/OR PHYSICAL
<p>How St James CE Primary school assess whether a child/young person has a SEND</p>	<ul style="list-style-type: none"> - Ongoing formative teacher assessments - Summative teacher assessments (at least 4 times a year) - Monitoring of progress made across a range of subjects - Learning review progress towards targets - Assessments by Educational Psychologist - Discussions with parents - Discussions with child - SENCO observations - SENCO/ Class teacher discussions 	<ul style="list-style-type: none"> - Ongoing formative teacher assessments - Summative teacher assessments (at least 4 times a year) - Referral to Speech and Language Therapy Service (SALT) for assessments - Information from parents - Assessments by Educational Psychologist - Discussions with parents - Discussions with child - SENCO observations - SENCO/ Class teacher discussions 	<ul style="list-style-type: none"> - Information from Parents - Observations in class, playtimes, lunchtimes - Behaviour logs - Individual reward and consequences charts - Feedback from interventions - Assessments by Educational Psychologists - Discussions with parents - Discussions with child - SENCO observations - SENCO/ Class teacher discussions - Medical referrals 	<ul style="list-style-type: none"> - Sensory Support assessments/ reports - Medical assessments/ reports - Discussions with parents - Discussions with child - SENCO/ Class teacher discussions - Age related checks for hearing and vision - Observations in class, playground, PE lessons

	COGNITION AND LEARNING	COMMUNICATION AND INTERACTION	SOCIAL, EMOTIONAL AND MENTAL HEALTH	SENSORY AND/OR PHYSICAL
How St James CE Primary school evaluate the effectiveness of the provision made	<ul style="list-style-type: none"> - Progress tracked in core subjects -Class intervention maps evaluated and reviewed by class teachers - Additional interventions evaluated for impact by SENCO - Observation of interventions - Regular visits from external agencies to monitor progress - Individual provision maps for children with high needs funding to be reviewed and updated regularly -Team around the child meetings 	<ul style="list-style-type: none"> - Class intervention maps evaluated and reviewed by class teachers - Additional interventions evaluated for impact by SENCO - Observation of interventions - Individual provision maps for children with high needs funding to be reviewed and updated regularly -Team around the child meetings 	<ul style="list-style-type: none"> - Class intervention maps evaluated and reviewed by class teachers - Additional interventions evaluated for impact by SENCO - Review of targets - Observation of interventions - Individual provision maps for children with high needs funding to be reviewed and updated regularly -Monitoring of additional behavioural systems set up for individual children - Early Help Assessment meetings -Team around the child meetings 	<ul style="list-style-type: none"> - Regular visits from external agencies to monitor progress - Observation of interventions -Individual provision maps for children with high needs funding to be reviewed and updated regularly -Early Help Assessment meetings -Team around the child meetings

	COGNITION AND LEARNING	COMMUNICATION AND INTERACTION	SOCIAL, EMOTIONAL AND MENTAL HEALTH	SENSORY AND/OR PHYSICAL
How St James CE Primary school adapt the curriculum and school environment for pupils	<p><u>Curriculum</u></p> <ul style="list-style-type: none"> - Differentiated planning, learning activities, delivery and outcomes - Teaching assistant/ teacher targeted support in class - Co-operative learning structures - Learning Review System - Structured school and classroom practices - High interest Low ability reading scheme - English and maths intervention groups - Practical equipment/ activities/ games - Laptops/ tablets - ICT - Writing frames - Coloured overlays/ reading strips - Individualised timetables 	<p><u>Curriculum</u></p> <ul style="list-style-type: none"> - Resource Provision Unit for children with ASD - Differentiated planning, learning activities, delivery and outcomes - Teaching assistant/ teacher targeted support in class - Co-operative learning structures - Learning Review System - Structured school and classroom practices - Instructions/ requests repeated, rephrased and reduced - Speaking and Listening Intervention Groups - 1:1 Speech and language programmes from SALT - Visual aids/ use of symbols 	<p><u>Curriculum</u></p> <ul style="list-style-type: none"> - Differentiated planning, learning activities, delivery and outcomes - Teaching assistant/ teacher targeted support in class - Co-operative learning structures - Learning Review System - Structured school and classroom practices - Whole School Behaviour Policy - Personal Learning Goals - Whole school rewards and sanctions system- 'Smileys and traffic light system' - Individualised rewards and sanctions system - Social Stories - After School Clubs - School Council 	<p><u>Curriculum</u></p> <ul style="list-style-type: none"> - Differentiated planning, learning activities, delivery and outcomes - Teaching assistant/ teacher targeted support in class - Co-operative learning structures - Learning Review System - Structured school and classroom practices - Flexible teaching arrangements - Staff aware of implications of sensory or physical impairment - Support/ advice from outside agencies - Range of specialist equipment - Individual laptops - Calm and sensory room

	<p><u>Environment</u></p> <ul style="list-style-type: none"> - Visual aids/ use of symbols - Visual timetables - Learning focussed displays 	<ul style="list-style-type: none"> - Practical equipment/ activities - Laptops/ Tablets - ICT- writing with symbols/ pictures <p><u>Environment</u></p> <ul style="list-style-type: none"> - Visual aids/ use of symbols - Visual timetables - Resource Provision unit for children with ASD/ SLI - Additional Intervention rooms 	<ul style="list-style-type: none"> - Additional 1:1 and small group interventions - Parent support Advisor <p><u>Environment</u></p> <ul style="list-style-type: none"> - Additional working areas - Calm and sensory room 	<ul style="list-style-type: none"> - Additional fine and gross motor skills activities - Additional physiotherapy sessions - Additional teaching assistant support during practical lessons e.g. PE, trips <p><u>Environment</u></p> <ul style="list-style-type: none"> - Accessibility of building - Outdoor Play areas
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	COGNITION AND LEARNING	COMMUNICATION AND INTERACTION	SOCIAL, EMOTIONAL AND MENTAL HEALTH	SENSORY AND/OR PHYSICAL
What specialist skills/ expertise do school staff have?	<p>Whole staff trained in Kagan (co-operative learning structures)</p> <p>SENCO- SLE for SEN</p>	<p>Trained first aiders</p> <p>ABA Tutor (Dual masters in applied behaviour analysis, psychology degree and TEAM teach)</p> <p>Resource provision staff trained in Autism Level 3 and Autism Level 1</p> <p>SENCO- SLE for SEN</p>	<p>Designated Child Protection leads trained at Level 3 Designated Child Protection and CSE</p> <p>Child Protection Lead trained in Tackling the issue of Female Genital Mutilation in Schools, Train the Trainer- Stonewall, CAMHs training</p> <p>SENCO- SLE for SEN</p> <p>Team Teach trained staff</p>	<p>SENCO- SLE for SEN</p>

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What training are the staff teaching and supporting pupils with SEND having/ Recently had?	<p>CACHE Level 3 Certificate Supporting Teaching and Learning</p> <p>Meeting the needs of children with Down Syndrome in the mainstream setting</p> <p>Educational Psychologist advice and support for teaching staff</p> <p>Outreach Service advice and support for teaching staff</p> <p>New SENCO training</p> <p>SEND and Inclusion Co-ordinator networks</p> <p>Whole school bug club training</p>	<p>ASD- A Deeper Perspective</p> <p>Starting to understand and support demand avoidance autistic pupils</p> <p>Building classroom independence in autistic pupils</p> <p>Recording progress of autistic pupils</p> <p>Whole school Introduction to ASD</p> <p>Speech and Language Therapy Service advice and support for teaching staff</p>	<p>Whole school Child Protection Level 1 training</p> <p>Whole school PREVENT training</p> <p>Whole school FGM training</p> <p>All Early Years staff trained in Paediatric First Aid</p> <p>Outreach Service advice and support for teaching staff</p>	<p>Sensory support advice and recommendations for teaching staff for children with visual and hearing difficulties</p> <p>Individual training from physiotherapy and Occupational therapy Service</p>

		<p>Outreach Service advice and support for teaching staff</p> <p>Teaching assistants trained by S&L therapists to deliver specific programmes</p>		
	COGNITION AND LEARNING	COMMUNICATION AND INTERACTION	SOCIAL, EMOTIONAL AND MENTAL HEALTH	SENSORY AND/OR PHYSICAL
What external specialist services are accessed by school to meet the needs of pupils and support their families (to include	<p>Educational Psychology Service- 360 Psychology Limited and One Education</p> <p>Specialist Outreach Support- The Birches</p>	<p>Educational Psychology Service- 360 Psychology Limited and One Education</p> <p>Specialist Outreach Support- Rhosey from Rodney House- Early Years</p> <p>Specialist Outreach Support- The Grange- ASD</p> <p>Speech and Language Therapy Service</p>	<p>Educational Psychology Service- 360 Psychology Limited and One Education</p> <p>Specialist Outreach Support- Bridgelea</p> <p>School Health Service- School nurse</p> <p>CAMHS Paediatrician</p>	<p>Educational Psychology Service- 360 Psychology Limited and One Education</p> <p>Specialist Outreach Support- Lancasterian Sensory Support Service</p> <p>Physiotherapy Service</p> <p>Occupational Therapy Service</p>

**education,
health, social
care and
community/
voluntary
sector
services)**

Additional ASD training
provided by *The Grange*

School Health Service-
School nurse

Health Visiting Service

Paediatrician

Specialist medical
professionals