



## **Special Educational Needs information report for Clover Hill Infant and Nursery School 2018-2019**

### **Introduction**

At Clover Hill VA Infant and Nursery School we believe in participation for all. We celebrate our diverse community, and want our parents and children to feel welcome and participate in learning. We want to create an inclusive culture in our school and we aim to be responsive to the wide range of backgrounds, interests, experiences, knowledge and skills of our families.

### **Who are the school staff with overall responsibility for SEN?**

SENDCo – Miss Anna Gooch (01603 745559)

Headteacher – Mrs Helen McCarney (01603 745559)

SEND Governor – Mrs Rosemary Games

### **How does the school know if my child has Special Educational Needs?**

- When your child starts school we talk to their previous school or Nursery to see if any difficulties have been noticed.
- We assess all children on entry to the school. We use entry and ongoing assessments to carefully track the progress of each child. Where they are making slower than expected progress, or are working below expected levels we may decide to assess further for possible SEN.
- We listen to concerns raised by staff members and parents.
- We talk to other agencies such as Speech and Language Therapy Services.

Children may fall behind in school for lots of reasons such as absence and regular changes of school. This does not mean that all of these children have SEND.

### **What specialist services are available to support the school?**

- Our teachers and SENDCo are fully qualified. The SENDCo holds the National Award.
- In our school and cluster we have access to various specialist services. These include;  
Educational Psychologist – Mr Christopher Ducker  
Advisory Teacher – Mrs Victoria Purling  
Access through Technology  
Speech and Language Therapy Services (NHS and Speech Therapy Norfolk)  
The School Nursing Team for the Norwich area  
Occupational Therapy Services  
Alpha Inclusion  
Sensory Support Services  
Other health care providers such as Doctors and Paediatricians
- We have access to other Norfolk County Council Services, which are described on the Local offer website on [http://www.norfolk.gov.uk/Childrens\\_services/Special\\_educational\\_needs\\_and\\_disabilities/index.htm](http://www.norfolk.gov.uk/Childrens_services/Special_educational_needs_and_disabilities/index.htm)

### **How will the curriculum be matched to my child's needs?**

- We observe teaching and learning to ensure teaching and tasks set at different levels (differentiation) are meeting the needs of the children.
- We carefully assess, track and monitor each child's progress to ensure they are learning.
- Staff have training to ensure they are aware of up to date strategies to help struggling learners access the curriculum.

- We purchase specialist resources where the need is identified for specific pupils or groups of pupils.

#### **How will the school support my child?**

- The type of support is dependant on individual needs. A provision map showing the support and interventions can be found on our website (see 'provision map' on SEN drop down menu).
- We employ Teaching Assistants across the school who support pupils at all levels and deliver interventions to pupils.
- We have a Pastoral Team, with Pupil Support workers.
- We have an Inclusion Team who support behavioural issues.

#### **How do we find out if the support has helped my child to make progress?**

- We regularly review the impact of interventions and SEND support by looking at the progress a child has made.
- Provisions are mapped and progress is tracked through our databases (Pupil Asset and EduKey Provision Mapping).
- Parents/carers are invited to meetings so they can be involved.
- We follow the 'assess, plan, do, review' model. This is explained fully in our SEND Policy.
- Some learners may have an Education Health and Care Plan. This will be formally reviewed each year.

#### **How will I raise concerns if I need to?**

- Talk to us. Firstly contact your child's class teacher. You could also arrange to speak to the SENDCo, Miss A Gooch or the Headteacher, Mrs H McCarney on 01603 745559.
- We pride ourselves on building positive relationships with parents. We are open and honest with parents and hope that they can do the same with us.

#### **How are the Governors involved and what are their responsibilities?**

- The SENDCo reports to the Governors each term to inform them about the progress of children with SEND. This report does not refer to individual children.
- The Governors allocate a proportion of the money in the budget to SEND to ensure children get the support they need.
- The named SEND Governor is Mrs Rosemary Games. She monitors SEND provision closely.

#### **How are the school's resources allocated and matched to children's needs?**

- The school gets funding directly from the local Authority to support the needs of learners with SEND. Exceptional needs top up funding can be applied for through the cluster.
- Our team of Teaching Assistants are partly funded from the SEND budget and deliver interventions to meet the needs of groups or individuals.

#### **How will my child be included in activities outside the classroom, including school trips?**

- All children are included in all parts of the curriculum and we aim for all children to be included on school trips. We provide the necessary support to ensure this is successful.
- A risk assessment is carried out prior to any off site activity to ensure everyone's health and safety will not be compromised.
- All learners should have the same opportunity to access extra curricular activities. We are committed to making reasonable adjustments to ensure participation for all (As detailed in the Equality Act 2010).

#### **How accessible is the school environment?**

- The school site is wheelchair accessible with a disabled toilet large enough to accommodate changing.
- The school is all on one level with ramps at specified fire exits.

**How will the school prepare and support my child when transferring to a new school or class?**

- We are committed to working with children, families and other providers to ensure transitions are positive.
- Our Pastoral team provides support for the most vulnerable children moving to Junior School.
- Children meet their teachers before they enter their new class.
- We meet with parents before children enter Nursery or Reception classes.
- The SENDCo ensures that there is a transfer of information from previous schools and Nurseries.
- We hold intake afternoons and evenings and all parents are invited.

**What do I do if I think my child is being bullied?**

- Please talk to us straight away.
- We take allegations of bullying seriously and will always investigate these issues.
- We aim to deal with bullying sensitively yet swiftly, in accordance with our Anti Bullying Policy.

**Have your say**

This SEN Report declares our annual offer to learners with SEND, but to be effective it needs to reflect the views of parents/carers, learners, governors and staff. We welcome your feedback and invite you to be involved in ongoing reviews of our information report to parents. If you have any ideas or suggestions as to how we can improve this report, please contact us and let us know.

Useful Links:

[www.norfolk.gov.uk/SEN](http://www.norfolk.gov.uk/SEN)

[www.gov.uk/government/organisations/department-for-education](http://www.gov.uk/government/organisations/department-for-education)

[www.norfolksendpartnershiassi.org.uk](http://www.norfolksendpartnershiassi.org.uk)