



Special Educational Needs information report for Clover Hill VA Infant and Nursery School 2023/24

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?

SENCO – Mr Matthew Laband (01603 745812)

Headteacher – Mrs Helen McCarney (01603 745812)

SEN 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 to see if any difficulties have been noticed.
- We 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.
- We contribute to the Identification of need and inclusive provision tools coordinated by Norfolk County Council. This is made up of the identification of needs descriptors in educational settings (INDES) and inclusion and provision self-evaluation framework (IPSEF) assessment tools.

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 SEN.

What specialist services are available to support the school?

- Our teachers and SENCO are fully qualified.
- We have access to various specialist services. These include:
Educational Psychologist – Mr Christopher Ducker
Specialist Teacher – Victoria Purling and Amy Barker
Occupational Therapist – Nicola Albert-Worman

* See draft SEN regulations.

Access through Technology
Speech and Language Therapy Services (Upton Road, the Local Sure Start and Communicating Matters)
The School Nursing Team for the Norwich area
Occupational Therapy Services
Sensory Support Services
Alpha Inclusion and other alternative provision.
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

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

- We observe teaching and learning to ensure teaching and tasks 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.

How will the school support my child?

- The type of support is dependent 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 who are able to give parents support.

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

- We regularly review the impact of interventions and SEN support by looking at the progress a child has made.
- Provisions are mapped and progress is tracked through our databases (Scholarpack and Edukey Provision Map).
- 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 SEN 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 SENCO, Mr Laband, or the Headteacher, Mrs H McCarney on 01603 745812.
- We pride ourselves on building positive relationships with parents. We are open and honest with parents and hope that they can be the same with us.

How are the Governors involved and what are their responsibilities?

* See draft SEN regulations.

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

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

- The All Angel's Federation (Clover Hill V.A. Infant and Nursery School and St. Michael's V.A. Junior School) gets funding directly from the local Authority to support the needs of learners with SEN.
- Our team of Teaching Assistants are partly funded from the SEN budget and deliver interventions to meet the needs of groups or individuals.
- The school is also able to apply for top-up funding from Norfolk County Council for pupils with a higher level of need.

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. If required, a pupil specific risk assessment will be carried out.
- 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 disabled toilets large enough to accommodate changing.
- The school is on a single level with wide corridors and doors. There are also ramps at specified fire exits.
- We work closely with the families and professionals supporting specific children in order to make bespoke adaptations to the learning environments where needed.

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

- We are federated with the local junior school (St Michael's VA Junior School) and our SENCO works across both schools, ensuring a smooth transition.
- 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 High School.
- Children meet their teachers before they enter their new class.
- All parents are invited to make an appointment with the SENCO prior to their child starting school to discuss any needs or concerns.
- The SENCO ensures that there is a transfer of information from previous schools.
- We hold intake afternoons and evenings and all parents will be 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 SEND 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

www.gov.uk/government/organisations/department-for-education

www.norfolksendpartnershiassi.org.uk

<https://www.schools.norfolk.gov.uk/pupil-needs/special-educational-needs-and-disabilities/identification-of-need-and-inclusive-provision/identification-of-needs-descriptors-educational-settings>

Review date: September 2024