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Signed:



SEND Information Report



West Lynn Primary School

Please click here for information on the [Norfolk County Council Local Offer](#)

<i>Report Reviewed</i>	<i>By Whom</i>
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School Offer for SEND – Parents/Carer’s Questions and answers

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1. Who are the best people to talk to at West Lynn Primary School about my child's difficulties with learning, special educational needs or disability?

Talk to your child's class teacher about your concerns. If needed, a meeting can be arranged with the Class Teacher and SENDCo

- We have a team of staff who can help you with early help and inclusion support as well as specific learning difficulties.
- Rose Ward – Safeguard Lead, Teresa Menday Trust Senco, Emma Radford Trust Senco Assistant
- If you continue to have concerns arrange to discuss these with the Head of School or Executive Head Teacher (*See Roles and Responsibilities below.)

2. How will the school let me know if they have any concerns about my child's learning, special educational need or disability?

Your child's class teacher may initially speak to you at the beginning or the end of a school day and arrange a further time to discuss the concerns.

- The class teacher may also talk to you about any issues at a parent/teacher consultation meeting.
- The SENDCos or DSL may contact you and arrange a meeting to discuss your child's difficulties with learning and any possible support strategies the school might be considering.

3. How will the school consider my views and those of my child with regard to her/his difficulties with learning, special educational needs or disabilities?

At West Lynn Primary, we believe it is very important for parents/carers to be involved in all areas of their child's learning and we actively encourage a collaborative approach.

- We believe, where appropriate, that it is essential to understand your child's views on any difficulties they may experience with their learning.
- You will be able to share your views and discuss your child's progress at regular meetings with the class/form teacher and others.
- If your child has an identified special educational need, the Class Teacher and the SENDCo will meet with you regularly to discuss current progress, support strategies being used and expected outcomes using an Individual Education Plan(IEP)
- If your child has an Education, Health and Care plan (EHCP) you and your child will be able to share your views at regular meetings throughout the year and at the Annual Review.
- Prior to the Annual Review the views of the child and parents/carers are sought before the review meeting.
- There is an annual pupil questionnaire where we seek the viewpoints of children.

4. How does West Lynn Primary School ensure the teaching staff are appropriately trained to support my child's special educational needs and/or disability?

At West Lynn Primary, we believe that your child's learning needs will primarily be met through the quality first teaching delivered by her/his class teacher.

- We regularly review the school training schedule and professional development for all teaching and support staff to ensure there is appropriate support for all children with special educational needs. See staff training schedule for SEND below. →
- The school is able to access training programmes from different organisations including the Norfolk County Council and Outreach team based at Churchill Park School.
- Individual training can also be arranged when necessary

West Lynn Primary Training Schedule 20/21		
Dates	Audience	Title
September	All staff	Safeguarding
September	EYFS and KS1	Behaviour Inclusion from Outreach Team
September	Teaching Assistants	Thrive
September	Reception/Year One	Pupil specific Speech and Language support
October	Reception	Refresher for Nuffield Early Language Intervention (NELI)
October	All staff	Supporting pupils with Send in classroom (Part 1) Autism
November	All staff	Specific difficulties catch up support with literacy (spelling)
January	All staff	Supporting pupils with Send in classroom (Part 2) Dyslexia
March	SLT then whole school project	Anna Freud Mental Health work in schools
April	All staff	Supporting pupils with Send in classroom (Part 3)
May	Key Stage Two	Pupil specific Speech and Language support
June	SLT then whole school project	Anna Freud Mental Health work in schools

5. How will the school and the environment be matched to my child's needs?

At West Lynn Primary, we believe that your child's learning needs will primarily be met through the 'quality first' teaching delivered by her/his class teacher.

- We carefully plan and differentiate our curriculum to match the age, ability and needs of all children.
- The class teacher will adapt lesson planning and teaching to match your child's special educational needs and/or disability.
- It may be appropriate to adopt different strategies or resources and adapt outcomes to meet your child's learning needs.
- Additional specialist advice is sought when appropriate and, when necessary, accessibility aids and technology may be used to support your child's learning.
- We regularly review our Accessibility Plans to ensure that all children have the fullest access to the curriculum and the school site as possible.

6. What types of support may be suitable and available for my child?

The specific type of support available to your child depends upon the nature of their needs and difficulties with learning. But our education provisions will match the needs of the four broad areas of need as defined in the SEND Code of Practice 2014;

- Communication and interaction
- Cognition and learning
- Social, emotional and mental health
- Sensory and/or physical needs

At West Lynn Primary we have a three tiered approach to supporting a child's learning. Tier 1: Universal – this is the 'quality first' teaching your child will receive from her/his class teacher and may include some adaptations to match learning needs using our knowledge rich bespoke curriculum.

Tier 2: Targeted - it may be appropriate to consider making additional short term special educational provision to remove or reduce any obstacles to your child's learning. This takes the form of a graduated approach a) Assessing your child's needs through looking closely at specific targets for your child and establish goal with any additional adults working with your child b) Planning the most effective and appropriate intervention c) Providing intervention. This intervention may be run outside the classroom, individually or in small group's sessions.

Tier 3: Specialist – It may be necessary to seek specialist advice and regular long term support from a specialist professional outside the school in order to plan for the best possible learning outcomes for your child.

Tier Three – Specialist Support

This may include educational psychology, speech and language therapy, occupational therapy, senior advisory teachers and social and emotional support. The school will have to prioritise these services. However, for a small number of pupils access to these services may be through an EHCP

Current Interventions provided at West Lynn Primary include:

- Focused interventions in class run by teachers and TAs
- One to One mentoring for targeted pupils
- Therapeutic support for referred children through Thrive
- Speech and language for those with an EHCP
- Individual behaviour /learning support offered by Churchill Park Special School

7. How will you support my child to reach his/her learning outcomes?

The class teacher and other staff working with your child will ensure that your child receives appropriate teaching and support in order to reach these goals.

- A learning plan, an Individual Education Plan (IEP), specifies strategies used in/out class and impact made.
- Parents are involved in discussing and signing these plans with the team working to support your child
- IEPs will be reviewed termly.
- External agencies and specialists may also review your child's progress and adapt their planning accordingly.

8. What is an EHC Plan and who can request one for one for my child?

An EHCP will be assessed by professionals from Norfolk County Council and is a plan to safeguard and support those with the highest need. The purpose of an EHC Plan is to make special education provision to meet the special educational needs of a child or young person, to secure improved outcomes for him/her across education, health and social care and, as he/her gets older, prepare for adulthood. An EHC Plan will contain;

- the views and aspirations of you and your child,
- a full description of his/her special educational needs and any health and social care needs, Outcomes for your child's progress,
- The provision required and how education, health and social care will work together to meet your child's needs and support the achievement of the agreed outcomes
- You, your child (where appropriate and aged 16 and over) and/or the school (usually the SENDCos or Head Teacher) can request that the local authority conduct an assessment of your child's needs. This may lead to an EHC Plan depending on needs assessment.

9. How will you help me to support my child's learning?

There may be suggested strategies or activities for you to do at home to support your child's learning.

Our staff will speak with you about what you can do to help at home

We have run parent/carer workshops to help you understand learning with your child.

In addition, we may be able to offer you individual training in specific support strategies relevant to your child.

The SENDCo may also support you with strategies, resources and ideas for supporting your child's learning at home and can meet or call you to discuss them

You may have an opportunity to meet with other professionals involved in supporting your child.

10. How is support allocated to children and how do they move between the different levels of support in school?

At West Lynn Primary School, we receive funding from the Education Funding Agency and/or the local authority. These funds include money to support the learning of children with SEN and/or disabilities.

- The Head teacher, in consultation with the School Governing Body, decides the budget for SEND provision on the basis of the needs of the children in the school.
- The Executive Head teacher, Assistant Head, DSL and the SENDCos discuss the effectiveness of the school's current interventions and provisions and prioritise an action plan, which may include additional or alternative interventions, staff training and equipment needs.
- This process is reviewed regularly to ensure the best possible intervention is provided to those children who require additional support to learn.

11. How will the school know that the support has made a difference to my child's learning and how can I and my child be included in this review process?

Your child's progress will be assessed both in terms of his/her regular learning within the class and with regard to specific intervention programmes.

- The impact of the support given is carefully measured to ensure that the learning outcomes have been achieved and if not, what adaptations are necessary.
- It may be decided that a further period of support would be beneficial for your child.
- You and your child will be kept informed and are encouraged to be actively involved at all stages of this support.

12. What support will there be for my child's happiness and wellbeing at school?

At West Lynn Primary, we believe that the happiness and well-being of all our pupils is paramount. All members of staff take this aspect of school life very seriously.

- Our behaviour policies are based on positive strategies that promote self-esteem and equality
- Your child's class teacher, the teaching assistants and the SENDCo are available to provide support to match your child's needs.
- You should feel free to contact your child's class teacher if you have any concerns.
- Class teachers teach PSHE and use regular discussion times to support pupil's social and emotional development
- Aspects of the school values and Social, Moral, Spiritual and Cultural (SMSC) education run through our core subjects and our foundation subjects, as well as in our assemblies, displays, after school clubs and enrichment opportunities so it is truly part of the ethos of the schools.
- Our Junior Leadership Team checks pupil wellbeing and welfare as part of gathering the pupil voice.

13. What does inclusion mean for my child

West Lynn Primary is an inclusive school. We believe in the equality of opportunities for all children.

Inclusion at West Lynn Primary means:

- equality of opportunities for all children
- rights of all children in line with the Children and Families Act 2014 and the Children's Act 1989 • carefully considered planning and appropriate adjustments to teaching and learning
- ensuring a holistic approach to each child including the development of their social and emotional wellbeing
- an ethos underpinned by comprehensive policies
- working collaboratively with outside agencies
- Inclusion in our Trust enrichment map, School clubs, educational visits and residential trips are available to all children where possible.
- When necessary the school will make reasonable adjustments to ensure that children exceptional additional needs are supported.

14. How will West Lynn Primary School support my child in transition stages?

We liaise closely with the school or nursery your child is transferring from. We are able to discuss with the relevant teachers any individual needs and how best to support your child in school.

- At West Lynn Primary, we take care to ensure that during transition points (between classes each year and at the end of Key Stages) all staff are aware of individual pupils needs, learning progress and best support strategies.
- We make arrangements to ensure there is a smooth transition when your child transfers to his/her secondary school of choice. Please contact us for further details.
- If your child has an Education Health and Care Plan, we will participate and/or facilitate its review in sufficient time prior to him/her moving between key phases of education. You will be kept informed of these arrangements and asked to attend the reviews.

15. Who can I contact if I have a complaint about the SEND provision made for my child?

Initially, speak with your child's teacher and/or the SENDCo. → If this does not address your concerns, you can contact the Executive Head teacher, who may direct you to the school's Complaints Policy and procedure.

16. If I have any other questions about my child at West Lynn Primary School who can I ask?

We are very happy to speak to you about any aspects of your child's education.

It is best to speak to one of the following in this order; 1. The class teacher 2. The SENDCo (Details front page) 3. The Executive Head Teacher or Assistant Headteacher.

Roles and Responsibilities

- Class Teacher
- Teaching Assistant
 - SENDCo
- Assistant Headteacher
- Executive Head Teacher

Advice and Outside Agencies supported by West Lynn Primary

Specialist Services available or accessed by the School:

West Lynn Primary work closely with external agencies that we feel are relevant to children's individual needs. At West Lynn Primary School we work with:

- Educational psychologist (EP)
 - Schools Nurse
- Speech and Language Therapist (SALT)
 - Occupational Therapist (OT)
 - Hearing Impairment Team
 - Visual Impairment Team
- Pupil Support Service – Additional Skills Support Teacher (ASST)
 - Early Years and Autism Intervention Team
 - Social and Emotional Well-being team (SEMH Team)
 - School To School Outreach (Churchill Park)
 - Child and Adolescent Mental Health Services (CAMHS)

Parents' guide to West Lynn Primary School Interventions / Provision map table

