



**Sandford St. Martin's**  
P R I M A R Y S C H O O L

# **Special Educational Needs and Disability (SEND) Provision – A Parents' Guide 2023-24**

**Our mission statement: Learn Love Laugh**

### **Safeguarding**

***If there are any Safeguarding issues that arise from the implementation of the SEND policy, then they should be dealt with in accordance with the School's Safeguarding policy. Any safeguarding concerns should be referred directly to the School by telephone or in person for the attention of the Designated Safeguarding Lead along with any concerns relating to the Prevent Strategy.***

### **Equality**

***The SEND policy should be read in conjunction with the School's Equality Policy. The general equality duty requires that, in the exercise of their functions, schools must have due regard to the need to eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Equality Act 2010. This school endeavours to advance equality of opportunity and foster good relations for all.***

We, at Sandford St Martin's Primary School, aim to provide a fully inclusive education for all the children in our care. Special Educational Needs provision is educational or training provision additional to or different from that generally made for other children

### **What is SEND?**

A child or young person has SEND if they have:

- A learning difficulty or disability which calls for special educational provision to be made for him or her
- Significantly greater difficulty in learning than the majority of others at the same age
- A disability that prevents or hinders them from making use of educational facilities.

### **Categories of SEND**

In order to provide the most appropriate and effective level of support for children who are identified as having SEND, our first step is to try and identify the highest area of need for an individual child. The categories of SEND need are:

- Cognition & learning (a child may think or process information differently to most other children)
- Social, emotional & mental health (including ADHD, developing friendships, managing feelings)
- Communication & interaction (including Autism Spectrum Condition)
- Sensory and or physical needs

### **How to contact our SEND Co-ordinator**

Our school SEND Co-ordinator (SENDCo) is Miss Hannah Colley. She can be contacted through the School Office Tel: 01929 552949. Email FAO: [Hannah Colley office@sandfordprimary.dorset.sch.uk](mailto:Hannah.Colley@sandfordprimary.dorset.sch.uk).

The Headteacher has overall responsibility for Special Educational Needs & Disability in the School.

### **SEND team**

At Sandford St Martin's Primary School we have a team of people supporting and managing SEND provision. Mrs Trudy Davies supports the running of interventions, including speech and language sessions. Mrs Charlotte Hudson is our Senior Mental

Health Lead. She coordinates provision such as ELSA (Emotional Literacy Support Assistant intervention), Play Therapy and other mental health support. Both Mrs Davies and Mrs Hudson can be contacted through the school office (details above).

### **On Starting and Leaving School**

During the summer term, prior to their children starting school in Reception, parents/carers are invited to the New Parents Information Evening. At this meeting you will be able to talk about your child's needs with the reception class teachers &/or the SENDCo &/or the Head & Deputy Head. ~~For children who may need more support transferring to our school this may start earlier with input from parents/carers, nurseries and local authority.~~ Some children may need additional support transitioning to our school. This could include:

- extra opportunities to meet key staff,
- extra stay and play sessions,
- personalised picture books about our school,
- videos sharing information.

If a child enters our school 'in year' part way through a year, information will be sought from their previous schools and their parents/carers.

Before transition from Primary to Secondary our SENDCo and Class Teachers will meet with the SENDCo & Head of Year 7 of both local Secondary schools and all relevant information regarding an individual's needs will be passed on so that the appropriate support remains in place. If your child needs additional transition opportunities (e.g. extra visits to the secondary school, meeting key staff, ELSA transition sessions in small groups) this will be arranged with the secondary school they are due to attend.

Parents/carers work closely with the SENDCo & school staff throughout their child's time at our school.

### **Provision Maps and Educational, Health and Care Plans (EHCP)**

Levels of SEND support needed will vary from child to child and the following plans may be put in place. Initially, children may be placed on our 'concern' list, which indicates that we are monitoring their progress and putting provision in place to support their learning. If further action is needed, a child may then move to our SEND Register, where more targeted provision will be given. These decisions will be made in partnership with parents.

#### **Provision Maps**

Each child on the SEN register has a Provision Map which details support and intervention they are receiving along with the targets they are working on. Provision Maps are drawn up in discussion with parents/carers and the child. Targets are set and actioned by the parent, child and class teacher with support from the SENDCo

and other trained staff. These will be reviewed regularly (at least once a term). All progress will be monitored on the school's tracking systems.

### **Educational, Health and Care Plans (EHCP)**

Children with more severe needs will have an Educational, Health & Care Plan (EHCP).

Information about the arrangements for identifying, assessing and making provision, including personal budgets, for children with SEND can be found on Dorset County Council's website: <https://www.dorsetcouncil.gov.uk/children-families/get-help-for-your-family/family-information-service>

It can also be reached direct on <https://www.dorsetcouncil.gov.uk/children-families/sen-and-disability-local-offer/dorsets-local-offer>

### **Other outside agencies who might be involved?**

- Educational Psychologist (EP)
- Special Educational Needs Specialist Services (SENDSS)
- Speech & Language Therapy (SALT)
- Child & Adolescent Mental Health Services (CAMHS)
- Occupational Therapist (OT)
- Physiotherapists (PT)
- Medics/Paediatricians
- Social Care/Family Support
- Learning Centres
- Special Educational Needs and Disability Information, Advice and Support Service (SENDIASS)- run by the charity Family Action
- Play Therapists
- Teaching Alliance of Dorset Special Schools (TADSS) representative
- Counselling services

### **Other Policies to guide you**

On the school website you will find other relevant school policies to guide you. ([www.sandfordprimary.dorset.sch.uk](http://www.sandfordprimary.dorset.sch.uk)) and paper copies may be obtained from the school Office.

- Our SEND Report
- Full SEND Policy
- Equality Policy
- Supporting Children with Medical Conditions and Administering Medicine
- Attendance Policy
- Attendance – Medical Needs Policy
- Safeguarding and Child Protection Policy
- Accessibility Policy



**SANDFORD ST MARTIN'S CE (VA) PRIMARY SCHOOL**

<b>SEND POLICY – OUR PARENTS' GUIDE.</b>	
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