



# **The Arthur Terry Learning Partnership**

## **Special Educational Needs Policy**

**This policy was approved by Trustees on**

**..... John Vickers ..... Chair of Trustees in December 2021**

**This policy will be reviewed annually on or before December 2022**

## 1 Aims

1.1 All academies within the Arthur Terry Learning Partnership (ATLP) share common values and an ethos that all children are at the heart of all that it does. The Trust ensures that there is an ambitious curriculum delivered expertly through engaging quality first teaching which leads to outstanding outcomes for all students.

The SEN Policy works alongside and in conjunction with the Local Offer for the respective Local Authorities each academy sits within, and the SEN School Report (School offer). It is embedded in the Teaching and Learning framework of the Partnership.

For details of each academy's provision, please refer to the School Offer which can be found on individual websites.

1.2 Each academy within the ATLP shall ensure that:

- the special educational needs of students will be addressed, and they will not be labelled or disadvantaged by any policy or procedure operated within the Trust;
- it works in partnership with parents and appropriate external agencies to support students with special educational needs and will use its best endeavours to ensure that appropriate provision is secured for any student with special educational needs in order to achieve agreed outcomes;
- it has a Special Educational Needs Co-ordinator (SENCO). The SENCO will maintain and regularly review the SEN record held in respect of an individual student and co-ordinate support. However, it will be the responsibility of all staff to support individual pupils, to implement strategies suggested by the SENCO and generally be responsible for ensuring that students receive provision appropriate to their needs and agreed outcomes; and
- children and young people with SEN engage in the activities of the academy alongside pupils who do not have SEN

1.3 All support provided and decisions taken have regard to these general principles as well as the legal framework set out in the Children & Families Act 2014, the SEND Regulations 2014 and the SEND Code of Practice 2015.

## 2 Definitions

2.1 Under the Children & Families Act 2014, a child/young person will have SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them.

2.2 A Child or Young Person will have a learning difficulty or disability if they have:

- A significantly greater difficulty in learning than most others of the same age; or
- A disability that prevents or hinders them from making use of facilities that are generally provided for others of the same age in mainstream schools in England.

2.3 Special Educational Provision is education or training that is additional to, or different from, that made generally for other children/young people of the same age by mainstream schools.

### **3 Roles & Responsibilities**

- 3.1 The implementation of this policy will be monitored by the Trust Board and remain under constant review by the headteacher of each academy.
- The headteacher will work with the SENCO to develop the SEN policy and provision within the school. The headteacher has overall responsibility for the provision and progress of learners with SEND. The headteacher will provide governors with updates on the SEN provision.
  - The SENCO will co-ordinate the academy's approach to SEND provision and will undertake those duties set out in chapter 6 of the SEND Code of Practice 2015.
  - Class teachers are responsible for the progress and development of every student in their class and will work with the SENCO and TAs to ensure the "assess plan do review" cycle is appropriately implemented to support any student with SEND.
- 3.2 The academy will work in partnership with students, teachers, support staff, parents and, where appropriate, other external agencies to ensure that individual learning needs are addressed within the context of the school curriculum.
- 3.3 Parents of SEN students will be able to discuss the needs of their child with their child's tutor, the Progress Co-ordinator/Head of Year or the SENCO.

### **4 Identification & Assessment of SEN**

- 4.1 Information about previous special educational needs will usually accompany students upon entry to the academy and this will be used by the SENCO to make sure appropriate provision is continued.
- 4.2 This information is collated from the transfer of school files from the previous school or early years setting and during transition meetings which are held with all the feeder schools or early years settings, in the summer term, before students start at the academy. If necessary, a strategy sheet will be drawn up for each student with SEN.
- 4.3 On entry all to secondary provision, students are assessed and the data from these tests is then analysed by the SENCO and Subject and Phase Leads to identify any potential areas of need. Students may then be added to the SEN Register in line with the Code of Practice guidance for SEN.
- 4.4 A range of assessments are taken by students upon entry, and these depend on whether entry is in to a primary or secondary academy.
- 4.5 Ongoing identification is also completed alongside the academy reporting process as data is collected and analysed in all areas by subject and phase leads. If a student has not made expected progress, then interventions will be put in place regardless of need. If a member of staff identifies a student whose special educational needs are not met by the normal differentiated programme of study, then the class teacher will work with the student setting clear targets and providing greater differentiation. If the situation improves then no further action is needed. If there is no improvement the SENCO will be informed.
- 4.6 At this point information will be gathered. The class teacher will inform the parents about the issue and there will be consultation and discussion around the proposed additional support for the student parents, and the student where appropriate, will be involved in sharing information and agreeing outcomes. It will be decided whether it is appropriate to further monitor the student. A strategy sheet will be drawn up by the SEN team with copies shared with all staff concerned with the student's progress.

- 4.7 If a parent/carer refers their child to the academy as they believe their child has special educational needs they should contact the SENCO, who will undertake investigations and appropriate assessments (with input from the relevant teachers) to see if they are achieving expected levels of progress. If the student is not making appropriate levels of progress, then internal support will be implemented in accordance with paragraphs above.
- 4.8 In all cases, where internal support is not effective in supporting the student, a referral to the Educational Psychologist or other relevant specialist will be completed with the parents' knowledge and information and strategies for support shared with all staff.
- 4.9 If there are no concerns regarding the students' academic progress, then the academy will ensure appropriate differentiation continues in the classroom and interventions are put in place if appropriate.
- 4.10 Contact details for professionals who are able to assess will be provided for parents/carers so they can consider a private assessment. Whenever special educational provision is being made, parents and students will be involved in developing and reviewing support plans/strategies.
- 4.11 All staff teaching students on the SEN register will be made aware of the individual needs. The Inclusion team will help teachers when required to develop techniques to support differentiation and ensure that appropriate resources are available as part of the academy's Professional Development Programme.

## **5 Reviewing**

- 5.1 All students regardless of needs are set targets. Data collated during the academy reporting process is analysed and strategies are put in place to support that that are not achieving as expected. All SEN interventions delivered outside the classroom have Specific, Measurable, Achievable Targets (SMART) set to ensure that progress is made. These are recorded using Individual Education Plans (IEPs) and are monitored and reviewed against a time frame, agreed within the plan. If expected progress is not made, then the SENCO may refer to specialist services such as an Educational Psychologist.
- 5.2 If a student has an Educational Health Care Plan an annual review is held in accordance with legal requirements.
- 5.3 If, as a result of appropriate progress, a student is removed from the SEN register, the student will continue to be monitored through the academy's structured reporting programme by the Subject and Phase Leads.

## **6 Policy Links**

This policy should be read in conjunction with:

- SEN Information Report (updated annually)
- Equality Policy & Objectives
- Accessibility Plan
- Complaints Policy