



SEND POLICY

October 2018

Introduction:

Denton Community College values the achievements and contributions of all our students and we strive to provide an inclusive educational environment where everyone contributes to and is part of our success.

We acknowledge that some students have additional learning needs which make it more difficult for them to access the broad and balanced curriculum offered in our school without extra support. The intention of the school SEND policy is to remove barriers to participation and attainment in order that all of our students can make the very best of their ability. This involves developing academic rigour, personal resilience and the social and emotional skills that are necessary to prepare them for lifelong learning.

Objectives:

Our SEND policy aims to:

- Set out how our school will support and make provision for students with special educational needs and disabilities (SEND)
- Explain the roles and responsibilities of everyone involved in providing for students with SEN

The best outcomes for our SEND students are the same as the best outcomes for our non-SEND students in that we facilitate success through nurturing and developing the individual strengths and talents of our young people, regardless of background, previous life experiences and disability. This involves:

- Early identification of SEND of students attending the school
- Providing a broad, balanced curriculum which is differentiated to the needs and abilities of each student
- Ensuring that students with SEND are fully involved in school life and their contributions are celebrated
- Involving students, and parents/carers, fully in consultation and decision- making about the best provision for students with SEND
- Ensuring that provision is monitored, adapted and changed as the needs to the student develop throughout his/her school career
- Developing a skills base of staff expertise to meet the needs of SEND students, wherever possible, within the school
- Involving external agencies for advice and to provide services that are beyond the in-house expertise available at the school

Legislation and guidance

This policy and information report is based on the statutory [Special Educational Needs and Disability \(SEND\) Code of Practice](#) and the following legislation:

- [Part 3 of the Children and Families Act 2014](#), which sets out schools' responsibilities for students with SEN and disabilities
- [The Special Educational Needs and Disability Regulations 2014](#), which set out schools' responsibilities for education, health and care (EHC) plans, SEN coordinators (SENCOs) and the SEN information report

Definition of Special Educational Needs (SEN)

A student has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them.

They have a learning difficulty or disability if they have:

A significantly greater difficulty in learning than the majority of others of the same age,

or

A disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools

The Special Educational Needs Code of Practice 2015 sets out four areas of Special Educational Needs into which most areas of need are categorised, including: Cognition and learning, for example, dyslexia, dyspraxia, Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD), Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy, communication and interaction, for example, autistic spectrum disorder, Asperger's Syndrome, speech and language difficulties.

Denton Community College provides special educational provision to meet these needs.

Special educational provision is educational or training provision that is additional to, or different from, that made generally for other children or young people of the same age by mainstream schools. This can take many forms from physical adjustments to the working environment to the availability of specialist technology or support, to providing mental health support, to providing differentiated learning materials and examination access arrangements.

Roles and responsibilities

The SENCO

The SENCO is Rebecca Lumb (r.lumb@dentoncommunity college.org.uk telephone 0161 336 2219). She holds the NASENCO award.

The Senior Leadership Team link is Katherine Kilbane (Assistant Headteacher).

The SENCO is responsible for coordinating and managing the day-to day educational provision for all students with identified SEND within the school. Specifically, this includes:

- Working with the headteacher and governing board to ensure that the school meets its responsibilities under the Equality Act 2010 with regard to reasonable adjustments and access arrangements.
- Working with the headteacher and SEND Governor to determine the strategic development of the SEN policy and provision in the school.
- Maintaining an up-to-date and accurate register of students with Special Educational Needs and the communication of these needs, and how to meet them, to staff.
- Communicating school procedures for identification, assessment and provision for students with SEND, including screening of students for SEND where possible on entry to the school.
- Liaising with parents and carers of students with SEND.
- Having day-to-day responsibility for the operation of this SEN policy and the co-ordination of specific provision made to support individual students with SEN, including those who have EHC plans.
- Co-ordinate the monitoring of progress of students with identified SEND.
- Managing inclusion staff and ensuring that their skills are kept up-to-date through relevant training.
- Oversee the monitoring of SEND support in terms of quality of in-class and withdrawal intervention support.
- Advising on suitable whole school SEND training through staff INSETs.
- Liaising with the Local Authority and/or outside agencies where relevant to ensure that students with SEN receive appropriate support and high quality teaching where expertise is not available within the school.
- Advising on the graduated approach to providing SEN support.

- Advising on the deployment of the school's delegated budget and other resources to meet students' needs effectively.
- Being the point of contact for external agencies, especially the local authority and its support services such as the Sensory Impairment Service, Healthy Young Minds, School Nurse, Speech and Language service, Occupational Therapy, etc.
- Liaising with previous and potential next providers of education to ensure students and their parents are informed about options and that a smooth transition is planned, including attending Year 6 and Year 11 Annual Reviews as possible.

The SEND Governor

The SEND Governor is Jayne Whitehead.

The SEND Governor will:

- Help to raise awareness of SEN issues at governing board meetings.
- Monitor the quality and effectiveness of SEN and disability provision within the school and update the governing board on this.
- Work with the headteacher and SENCO to determine the strategic development of the SEN policy and provision in the school.

The Headteacher

The Headteacher will:

- Work with the SENCO and SEN Governor to determine the strategic development of the SEN policy and provision in the school.
- Ensure that adequate resources are available to support SEND provision within the school.
- Have overall responsibility for the provision and progress of learners with SEN and/or a disability, working closely with the SEND team.
- Ensure that the school has clear and relevant policies for working with parents/carers in order to promote their involvement in their child's education.

Class teachers

Each class teacher is responsible for:

- The progress and development of every student in their class
- Ensuring they follow this SEND policy
- Collaborating with the SENCO and parents/carers to formulate the best support for students with SEND, including implementing policies identified in student profiles
- Providing information to the SENCO on students exhibiting potential SEND in order to identify possible areas for support.
- Working closely with any teaching assistants or specialist staff to plan and assess the impact of support and interventions and how they can be linked to classroom teaching
- Working with the SENCO to review each student's progress and development and decide on any changes to provision.

SEND Support Staff

In addition to the SENCO there are the following members of staff supporting SEND students directly:

- SEND Teacher.
- Learning Support Unit Manager.
- 3 teaching assistants will support students on a 1:1 basis when students have been identified as needing 1 to 1 or 1 to 2 intervention.
- 3 level 2 teaching assistants who are trained to support students within the classroom.
- 3 Learning Mentors (including 1 unfilled post) to support students with Social, emotional, mental health or communication difficulties.
- 1 other teacher.
- There are also 2 Higher Level Teaching Assistants employed directly within the English and Maths departments to support lower levels of need for curriculum support.
- We also work with a wide range of external agencies as required to support the particular needs of individual students.

Admissions

At Denton Community College, the admissions criteria do not discriminate against any students with SEND in line with the Special Educational Needs Code of Practice (2015).

Primary schools are contacted prior to admission of students in order to establish any additional needs a student might have. Steps taken are:

- The Head of Year (Year 7) visits primary schools to collect data on future students.
- Vulnerable students are identified in order to provide additional transition support in Year 7.
- The Safeguarding Lead will gather information on students with child protection issues.
- The SENCO liaises with primary schools in order to identify students on the SEN register who will need additional support in school.
- The SENCO attends the Year 6 annual review of students with Educational, Health and Care plans where possible.
- Transitional notes are created for all Year 6/7 students. Pupil profiles of students with SEND are created to inform staff of need and recommended support.

Identification of SEND and provision

Students with previously identified SEND

Students with SEND already identified are placed on the school SEN register and provision is made to support the students based on available information and the results of any following assessments.

Students with no previously identified SEND

All year 7 students are screened on entry to the school for literacy difficulties via standardised reading test and spelling tests. Any standard scores below the average range prompts further testing using more detailed reading, comprehension and spelling tests. This helps to establish which intervention(s) is/are best suited for that student. Students achieving low scores during this further testing can be offered withdrawal intervention if their learning needs are significant. Students needing numeracy intervention are identified through a mixture of primary school records/data, baseline testing within the Maths department and discussion on individual needs of students. A diagnostic Maths test is used to establish specific areas for development for student needing numeracy intervention.

Students are withdrawn from non-core subjects for an ongoing period of time until they can comfortably access the work being taught in lessons. Teaching Assistants liaise with the subject teachers so that intervention is personalised to the needs of each student. When students reach an improved level, they will move on to work with Higher Level Teaching Assistants in small groups. These interventions are run by individual subject departments (Maths/English).

Intervention sessions will usually be carried out on a 1-1 basis or in small groups of 2/3 of students with similar needs. Students will typically receive between 1-3 hours of intervention per week, depending on the student's age, ability and level of need. The support in these lessons will be matched carefully to the needs of the students, for example some students will focus on comprehension and inference, whereas others might focus more on phonics and reading, or fractions and numeracy.

Class teachers make regular assessments of progress for all students and identify those whose progress:

- Is significantly slower than that of their peers
- Fails to match or better their previous rate of progress
- This may include progress in areas other than attainment, for example, social needs.

Slow progress and low attainment will not automatically mean a student is recorded as having SEN.

Statutory assessment

If a student's needs are significant or complex, or if the student remains a cause for concern despite continued intervention, the student may be awarded an Educational Health and Care Plan (EHCP) through statutory assessment by the Local Authority (LA). These specify the desired outcomes for the students and the provision needed. The Head teacher, via the SENCO, reviews the provision annually and all associated paperwork is forwarded to the LA. The aim of annual reviews are to:

- Assess student progress in relation to targets set
- Review current provision
- Consider the appropriateness of the EHCP in terms of whether to amend or cease it
- Set targets for the coming year

Assessing and reviewing students' progress towards outcomes

We will follow the graduated approach and the four-part cycle of **assess, plan, do, review**. The aim of this is to facilitate student progress in order that the progress of students with SEND matches or improves upon the progress of similar students nationally.

The class or subject teacher will work with the SENCO to carry out a clear analysis of the student's needs. This will draw on:

- The teachers' assessments and experiences of the student
- Results of assessments using standardised tests
- Their previous progress, attainment and behaviour
- The student's development in comparison to their peers and national data
- The views and experience of parents
- The student's own views
- Advice from external support services, if relevant

The assessment will be reviewed regularly.

All teachers and support staff who work with the student will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. The school will regularly review the effectiveness of the support and interventions and their impact on the student's progress. For some interventions and support, however, outcomes are not easily measurable using standardised testing, and outcomes are measured by improvements in personal skills, confidence or in organisational skills.

Consulting and involving students and parents

The school will have an early discussion with the student and their parents/carers when identifying whether they need special educational provision. Individual needs of students with SEND are discussed in detail on entry to the school in transition meetings with parents. Copies of relevant supporting documentation or advice are requested prior to entry into school in Year 7. For students joining the school later, this information is requested on entry to school.

These conversations will make sure that:

- Everyone develops a good understanding of the student's areas of strength and difficulty.
- The school takes into account the parents' concerns.
- Everyone understands the agreed outcomes sought for the child.
- Everyone is clear on what the next steps are.
- The school will formally notify parents when it is decided that a student will receive SEN support.
- Quality Assurance (QA) monitoring reports and Parents' Evenings throughout the school year provide consultation opportunities with parents/carers to discuss a student's concerns or progress. Additionally, for students receiving SEND withdrawal intervention to support cognition and learning, parents/carers are invited into school on at least two more occasions to discuss progress following monitoring using standardised tests.

Our approach to teaching students with SEN

Teachers are responsible and accountable for the progress and development of all the students in their class. Where possible, students are taught in mainstream classes. High quality teaching is our first step in responding to students who have SEN which will be differentiated for individual students.

Support for students with SEND is provided on a graduated basis of response, as promoted by the 2015 SEND Code of Practice as follows:

Wave 1 Quality First Teaching

Students' needs are met by the classroom teacher through a differentiated teaching and provision as outlined in student profiles. For students with literacy difficulties, this may involve being placed on an alternative English phonics-based curriculum to improve reading, comprehension and spelling as priority (Read, Write Inc. intervention).

Wave 2 Small group interventions

Examples of these include Maths intervention groups, Year 7 transition groups, ASD social groups, handwriting improvement groups, touch-typing groups, spelling and Lexia (phonics) form-time groups.

Wave 3 Targeted 1 to 1, or 1 to 2 interventions

These interventions are for students requiring more intensive and/or personalised intervention aimed at removing barriers to their attainment. Examples of this are Literacy, comprehension and numeracy groups, or bespoke self-esteem work with particular students.

In addition, certain interventions are provided by external support services such as Speech and Language, Counsellors, Sensory Impairment Service where the expertise to provide this is not available within the school.

Adaptations to the curriculum and learning environment

We make the following adaptations to ensure all students' needs are met:

- Differentiating our curriculum to ensure all students are able to access it, for example, by grouping, 1:1 work, teaching style, content of the lesson, etc.
- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, provision of writing slopes, larger font, etc.
- Differentiating our teaching, for example, giving examination access arrangements such as allowing for longer processing times, or use of a reader or reading pen, pre-teaching of key vocabulary, reading instructions aloud, etc.
- The school is fully accessible for wheelchairs users.

Evaluating the effectiveness of SEN provision

We evaluate the effectiveness of provision for students with SEN by:

- Reviewing students' individual subject progress towards their goals each term.
- Reviewing the impact of interventions after a set number of weeks depending on the nature of the intervention offered.
- Using student feedback questionnaires to evaluate the impact of relevant interventions such as touch-typing.
- Monitoring by the SENCO.
- Using provision maps to measure progress.
- Holding annual reviews for students with EHC plans and regular reviews for students receiving school SEN support.
- Post 16 destination data and NEET data.
- Parental feedback.

Enabling students with SEN to engage in activities available to those in the school who do not have SEN

All of the school's extra-curricular activities and school visits are available to all our students, including our before-and after-school clubs, including breakfast club.

All students are encouraged to go on our residential trip(s) in Year 7 to forge friendships and to develop social and independence skills.

All students are encouraged to take part in sports day/school plays/special workshops, etc. No student is ever excluded from taking part in these activities because of their SEN or disability.

The school's accessibility plan is available on request and can be found on the school website: www.dentoncommunitycollege.org.uk

Students with SEND are encouraged to visit the school on multiple occasions prior to entry in order to familiarise themselves with the school layout and facilities.

The school has lifts, open plan teaching areas and specialist toileting facilities for students with SEND. Please contact the school directly if you wish to find out more information about the facilities.

Support for improving emotional and social development

We provide support for students to improve their emotional and social development in the following ways:

- Students with SEN are encouraged to be part of the school council
- Students with SEN are also encouraged to be part of social clubs such as the film club to promote teamwork/building friendships etc.
- We have a zero tolerance approach to bullying.

Supporting students moving between phases and preparing for adulthood

We will share information with the school, college, or other setting the student is moving to. Students with Special Educational Needs preparing for transition are encouraged to discuss career advice/college options with Positive Steps counsellors within school. Students are encouraged to attend taster days offered by colleges and if needed, will be accompanied by a member of the inclusion staff at school to discuss their needs with the education provider. SEND information is passed onto the college prior to transfer and SENCOs from colleges are encouraged to attend the final Year 11 SEN review for students with Educational, Health and Care Plans (EHCPs).

Partnership working

External agencies are contacted as required to support the needs of individual students, many of whom have complex needs. We use specialist staff for assessment for learning difficulties, and Educational Psychologists to assess and recommend support for students with more significant needs. Support and advice are sought from the SEN Support Team at Tameside.

Complaints about SEN provision

Complaints about SEN provision in our school should be made to the SENCO in the first instance. They will then be referred to the school's complaints policy. Alternatively, please contact the Senior Leadership Team link. This is Katherine Kilbane (Assistant Headteacher). The college complaints policy is also available on the college website.

The parents of students with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

Contact details of support services for parents of students with SEN

Tameside Special Educational Needs and Disability Information Services (SENDIASS) is a statutory service that provides information, advice and support to children and young people with Special Educational Needs (SEN), and those with Disabilities, and their parents/carers (who have children/young people aged 0-25 yrs). They are contactable by telephone on: 0161 342 338 or via their website www.tameside.gov.uk/sendiaass

Contact details for raising concerns

Complaints about SEN provision in our school should be made to the SENCO in the first instance. They will then be referred to the school's complaints policy. Alternatively, please contact the Senior Leadership Team link. This is Katherine Kilbane (Assistant Headteacher). The college complaints policy is also available on the college website.

The local authority local offer

Our local authority's local offer is published here: www.tameside.gov/localoffer

The school's contribution to the local offer can be downloaded from the school website www.dentoncommunitycollege.org.uk

Monitoring arrangements

This policy and information report will be reviewed by Rebecca Lumb, SENCO every year. It will also be updated if any changes to the information are made during the year.

It will be approved by the governing board.

Links with other policies and documents

This policy links to our policies on:

- Accessibility plan
- Behaviour
- Equality information and objectives
- Supporting students with medical conditions