



Holy Spirit Catholic Primary School SEND Local Offer

1. How will the school know if my child needs extra help?

At Holy Spirit all teachers continually assess the progress of children. If they have concerns regarding a child's progress they will discuss these with the parents and may begin to implement a programme of class based intervention. Following further discussion with the SENCO they may also choose to place a child upon SEN Support which would mean your child having a personal provision plan, focusing upon one or more of the four areas of need;

- • Cognition and Learning
- Communication and Interaction
- • Social and Emotional and Mental health
- •Sensory and/or Physical needs.

Each term formal pupil progress meetings are held with teachers from each year group led by a member of SLT. Individual attainment and progress is scrutinised and decisions are made as to any further support needed by a child. SLT analyse the standards and progress of children on the SEND register each term and set targets from this which are shared and discussed with teachers at their termly pupil progress meetings.

2. Who is the best person to talk to about my child's difficulties with learning/SEN?

Following the guidance set out in Holy Spirit Catholic Primary School Special Educational Needs Policy, parents are in the first instance encouraged to discuss any issues with the child's class teacher who will then share them with the SENCo. Each term the child's class teacher will arrange to meet with the parents to complete a Personal Provision review, set new targets and discuss any other difficulties which have arisen in the last term. Parents are also welcome to have

informal/formal discussions about their child with the SENCo (Miss Walsh).

3. How will I know how the school will support my child?

At Holy Spirit Catholic Primary School we regularly communicate with parents via; •Personal Provision Plan review meetings. • Parents evenings. • School reports. • Annual provision review meetings. • Informal/formal discussions with class teacher or SENCo. • Home/school information books.

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

All children at Holy Spirit have access to an individualised curriculum tailored to their own specific level of need. Classroom teachers differentiate learning opportunities to ensure all children in their class can access and make progress. Targeted support is available for those children identified as requiring additional help and is delivered via a range of intervention programmes.

5. How are the schools resources allocated and matched to the children's special educational needs?

At Holy Spirit we utilise part of our pupil premium funding to ensure that we have a Teaching Assistant in every classroom. This allows us to respond rapidly to children's additional needs and provide the according support or intervention work. In some classes there are two Teaching Assistants. In Holy Spirit we believe in 'early intervention' and endeavour to provide resources and expertise to support children as and when the need arises.

6. What happens if my child has a high level of need?

Before a child starts at Holy Spirit we endeavour to meeting with them and their families to ensure a smooth transition in our school. If a child has a high level of need we ensure to gather as much historical information as possible to further enhance this process. Each term the school SENCo meets with multi-agency professionals at a planning meeting to discuss the needs of SEND pupils within the school, this quality assures the high quality educational provision that is provided for them. In partnership with parents we work alongside the local authority to gain the most appropriate provision for our pupils. This can include

applications for additional funded support and further professional advice. We are committed to provide our staff with training to enable them to support children with a high level of need.

7. How is the decision made about how much support my child will receive?

At Holy Spirit staff meet once per term to identify children within their year groups that require additional learning support. This allows us to swiftly provide children with the support they need to make progress and to assess whether the support provided has had the required impact. In partnership with parents and multi-agency professionals we discuss individual children for whom school based support has not been successful and signpost them for additional support from outside agencies, for example; the Speech and Language Service and the Learning Support Service. If following support from outside agencies, it is decided in partnership between school staff, parents and other multi-agency professionals that the further support has also not been successful, a recommendation may be made that an application is submitted to the local authority for further funded support. A panel of external professionals will decide if the application is deemed acceptable for additional provision.

8. How will the school help me to support my child's learning?

Parents help to create a child's new PPP targets at their PPP review. Parents are encouraged to discuss with the child's class teacher ways to support learning at home and continue this dialogue as and when necessary for support. Parents are signposted to specialist SEND events/courses that are facilitated by the local authority or other services.

9. How will I be involved in decisions about and planning for my child's education?

At Holy Spirit we encourage our parents to speak regularly to their child's class teacher on an informal basis about their progress in school. We hold more formal parents evenings once per term. Individual Education Plan's for children with SEND are reviewed alongside their parents every half term. Parents are asked to contribute to the review and have an input upon what the next Personal Provision Plan targets should be. For children that have been awarded additional funding parents will also be invited to annual review to discuss progress and next steps for development.

10. What specialist services and expertise are available at this school?

Staff at Holy Spirit hold qualifications and /or have had training in the following: • Speech and Language (Speech Links and Blast) • Team Teach • ASD Provision • Beat Dyslexia • Numicon • LASC (Language and Social Communication) Social stories. Play therapy, Lego therapy and Counselling. We also employ the services of multi-agency professionals: • Educational Psychologist • Speech and Language Therapist • School Nurse • Behaviour Improvement Team • English as an Additional Language Service • Minerva (fixed term exclusion base at St Cuthbert's) • PACE (behavioural short stay centre)

11. What support will be available for my child's overall well-being?

All staff at Holy Spirit have a determination to look after and support the needs of our children and families. Each class teacher is supported by a phase leader who has responsibility for ensuring the happiness, safety and well-being of pupils within their area of school. We are also very lucky to have a Teaching Assistant in every class to further support pastoral work. At Holy Spirit we have a Learning Mentor who liaises with families to ensure our children are safe and happy. Our Learning Mentor also closely monitors levels of attendance and meets regularly with children to discuss their views. Our Learning Mentor is experienced in supporting the emotional well-being of our pupils. For example they deliver 1:1 and small group support for children who are in need of additional emotional support e.g. those who have experienced loss or bereavement, those that have faced challenging circumstances etc. We also, when appropriate, utilise the services of external providers such as an Educational Psychologist.

12. How will my child be included in activities outside of the classroom, including school trips?

Before taking any children on a school trip we complete a detailed risk assessment which assesses the suitability of the trip for all children. This can include a prior visit to the venue. School trips are staffed appropriately to the required ratios.

13. How accessible is the school environment?

Holy Spirit Catholic Primary School has 2 disabled toilets, changing and showering facilities. To support our pupils with English as an additional language we work closely with the EAL service.

14. What if my child needs transport to and from school?

We work in partnership with the local authority to support our families to make the necessary requests for transport support.

15. How will the school prepare and support my child when they are starting, leaving the school or moving to another year?

When joining Holy Spirit our Nursery/Reception staff carry out home visits in order to get to know the new children and their families. The parents of new children are invited to attend an intake meeting and new pupils are invited to spend time within the setting prior to joining. When children with SEND join Holy Spirit, school staff will arrange a transition meeting with their previous setting to ensure a smooth transition takes place. When moving between year groups all pupils have the chance to meet their new teacher and visit their new classroom. Additional visits and further opportunities are provided where necessary for SEND children. When leaving Holy Spirit we hold transition meetings with the local high schools and their SENCo's to ensure that we pass all relevant academic and personal information on about a child. We facilitate opportunities for our SEND pupils to complete additional visit days to their new setting. We also utilise the transition support available through other agencies, for example; the behaviour improvement team and Language and Social Communication service (LASC).

16. Who can I contact for further information?

Parents are strongly encouraged in the first instance to speak with their child's class teacher and/or phase leader. Further information can also be found by contacting: 01744678670 • Headteacher – Mrs Michelle Ravey • SENCo and Deputy Headteacher– Miss Sinead Walsh or our Learning Mentor Mrs Joanne Monaghan

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