**Queenswood Primary School**

**SEND Information Report**

This SEND Information Report outlines the current provision for Special Educational Needs and Disabilities at Queenswood Primary School and is updated annually to reflect any changes.

**What are the kinds of Special Educational Needs and/or Disabilities for which provision is made at Queenswood Primary School?**

• This is a maintained day primary school for children aged ‘rising 5’ to 11 years. The school also runs a nursery of 24 placements for children aged from 3 years old and admissions to this provision are made through Queenswood Primary School.

• The pupil’s needs may be identified in any of the following areas as described in the SEN Code of Practice:

o Cognition and learning

o Emotional and social

o Communication and interaction (including Autistic Spectrum Disorder and/or speech and language difficulties)

o Sensory or physical difficulties

• Where pupils have identified needs prior to joining the school or during their primary education at Queenswood Primary School, the school will make best endeavours to make additional arrangements/ adaptations for them.

**What are the school's policies for the identification and assessment of pupils/students attending the school?**

Pupils at Queenswood Primary School are identified and assessed in a variety of ways:

• All pupils are assessed at least half termly (and within 2 weeks of starting for in-year pupil transfers).

• Liaison is made with previous schools wherever possible to ascertain previous assessment information including Special Educational Needs and Disabilities.

• Child’s assessment and/or progress data is significantly below ‘age expected’ standards or equivalent (e.g. percentile rankings).

• Concerns raised by a parent.

• Concerns raised by a teacher: for example, if behaviour or social and emotional issues are affecting performance.

• Liaison with external agencies e.g. for a physical/sensory issue, speech and language.

• Further assessment may be requested from services including health, local authority such as a Learning Support Advisory Teacher or Educational Psychologist.

• Children with an EHCP (Education Health and Care Plan) already have many of their needs clearly identified. Their placement at our school is a decision that is made by the Local Authority in consultation with the school’s governing body.

**What is the provision for pupils at Queenswood Primary School and how is it evaluated?**

All pupils attending Queenswood Primary School will have full access to the National Curriculum 2014 and all staff are aware of their responsibility to meet the additional needs of pupils in their class.

• All learning activities in class are planned and differentiated at an appropriate level, so that children are able to access learning according to their specific needs. however on occasions this might be individually differentiated.

• The class teacher, alongside the SENDCo, will discuss a child’s needs and what support will be appropriate at least termly.

• Children with SEND will have access to appropriate resources where needed in order to help them to make progress e.g. phonic mats, coloured overlays, Numicon and adult support where appropriate.

• The SENDCo reports to the Headteacher and Governors regularly to inform them about the progress of children with SEND and how resources are being used.

• The governor responsible for SEND also meets regularly with the SENDCo. They report on their visit to the governors to keep them all informed with school or Local Authority information.

• Further details of all areas of our school curriculum and assessment processes can be found on our website. <https://www.queenswood.org.uk/>

**What training do staff have in relation to the needs of pupils at Queenswood Primary School?**

All members of staff have job descriptions and a structured programme of CPD and specific additional needs training if it is appropriate to their specific role.

Newly qualified teachers have weekly additional release time which may be used to enhance their understanding of pupils with SEND.

**How will equipment and facilities be provided to support pupils at Queenswood Primary School?**

Queenswood Primary School is on three levels

* We have a lift for wheelchair users to access the school hall.
* A disabled parking bay is available in the school car park.
* We have a lift for wheelchair users to access the school hall.
* Adaptations to the building are made, in consultation with the Local Authority, for children with physical disabilities where necessary.

If you have specific access queries or concerns please speak to us.

**What are the arrangements for consulting parents of children at Queenswood Primary School and involving them in the education of their child?**

Families are regularly consulted about their children’s education. We consult with families through:

• Initial visits to school.

• Nursery Intake meetings and/or Reception Intake meetings with the Early Years Foundation Stage Manager.

• Termly parent/teacher meetings.

• Annual school reports.

• Annual Review meeting for pupils with a Statement or Education, Health and Care Plan.

• Parental Representation on Governing Body.

• Structured conversations for parents of children with additional needs.

• The SENDCo welcomes parents feedback on their children’s learning and behaviour.

**What are the arrangements for consulting children at Queenswood Primary School about, and involving them in, their education?**

• All children and young people in our school are treated with dignity and respect. Where they do not easily access the full curriculum in the same way as their peers, additional support and differentiation is put in place where appropriate so they can access and experience success throughout their school life.

• Our School Council involves students in contributing and deciding on aspects of school life relating to their learning.

• The assessment and annual review process of statements of SEND and EHC Plans includes the choices and views of pupils.

**What are the arrangements made by the governing body for dealing with complaints from parents/carers of pupils in relation to the provision made at Queenswood Primary School?**

The complaints procedure is available on our website. Governors welcome feedback from parents on ways that as a governing body they can improve the provision for children with special and additional needs.

**How does the governing body involve others - including health, social services, local authority services and voluntary organisations, in meeting the needs of pupils at Queenswood Primary School and in supporting their families.**

• We have a wide range of staff working together within the school to support children and their families. This includes teachers, teaching assistants and our Pupil and Family Support Officer.

• Other agencies are accessed according to needs of individual children. These include School Nurses, Speech and Language Therapists, Occupational Therapists, CAMHS, Sensory Inclusion Service advisory teachers, and Physiotherapists. All these professionals work within school, training and advising staff on individual children’s needs.

**What are the school’s arrangements for supporting pupils in transferring between phases of education, specialist settings or in transition to secondary schools?**

• All transitions are well planned for throughout school as children move from class to class and phase to phase. Teachers meet together to discuss children’s special and additional needs prior to the move of class.

• Where children are transferring to other primary or specialist settings the SENDCo will always endeavour to meet with staff from the new school to make the transition as smooth as possible.

• Secondary school staff usually visit Year 6 pupils and staff to support the transition process.

**Where is the information on the Telford and Wrekin's local offer published?**

There is further detail on our website on our own School Offer for SEND and this links to the Local Offer on the Family Connect pages on Telford and Wrekin's website - [www.telford.gov.uk](http://www.telford.gov.uk)

If you have any queries or requests for policies or information relating to this report please contact the SENDCo, Mrs Ali Melville, on 01952 386961.