



# *Our Lady of the Assumption Catholic Primary School*



*'Love one another as I have loved you'*



## **Unity Statement**

Our schools in Unity are a privileged means of promoting the formation of the whole person. The Gospel of life, and the dignity of the human person, is promoted through the pastoral care, support and guidance given by our schools to our children.

# Special Educational Needs and Disabilities (SEND) School Information Report



1. My child has Special Educational Needs. What can you offer at Our Lady's?
2. Who should I contact if I want to find out more about how the school supports my child?
3. How will the school know that my child has Special Educational Needs or a Disability? How will I know if my child is receiving support?
4. Where can I find information about the school's SEND policy?
5. How will I know that my child is making progress?
6. How will the teachers help my child to learn?
7. How have you made the school buildings and school site safe and welcoming for children with SEND?
8. Is there extra support available to help children with SEND with their learning? How will I know if my child is getting extra support?
9. What social before and after school, and other activities, are available for children with SEND? How can my child and I find out about these activities?
10. How does the school support my child's emotional and social development?
11. Which adults can help my child in school and do they have specialist training?
12. What happens if my child needs specialist equipment or other facilities?
13. How will I be involved in supporting my child's learning?
14. How will my child be involved in their own learning?
15. Who should I contact if I'm not happy with my child's learning or progress?
16. Who else provides services for children with Special Needs or disabilities? How can I get support from these services?
17. Who should I contact to find out about other support for parents and families of children with SEND?
18. How will you help my child make a successful move into the next class or secondary school?
19. Glossary of the most used Special Needs and Disabilities terms
20. Additional web sites

# My child has Special Educational Needs. What can you offer at Our Lady of the Assumption School?



- Our Lady of the Assumption is a Catholic Primary school and we pride ourselves on our strong family and community based atmosphere.
- We value the opinions of parents and actively encourage you to express your views.
- We offer an individual approach to each child's development, enabling them to fully develop to be 'the best they can be.'
- We are an inclusive school and strive to meet the needs of every child.



# Who should I contact if I want to find out more about how the school supports my child?

- The Special Needs Co-ordinator (SENCO) is:  
Mrs Walker

You may contact her:-

- by telephone 02476 466655
- email at  
[j.walker@ourlady.coventry.sch.uk](mailto:j.walker@ourlady.coventry.sch.uk)
- call the school office to make an appointment
- see if Mrs Walker is available to see you that day.



# How will the school know that my child has Special Educational Needs or a Disability?

## How will I know if my child is receiving support?



- You can inform the school if you think your child has a special need or a disability.
- A special educational need could be identified by your child's class teacher and you would be advised of the next course of action.
- Support will be given to meet your child's special need from the Class teacher, Teaching Assistant or Outside Agencies.
- Regular discussions will take place.
- A special needs individual education plan (IEP) will be written and targets will be reviewed each term with parents/carers.
- If your child requires additional support to an IEP and has had support from multi-agencies , a My Support Plan will be written. This will be reviewed termly with parents/carers.
- If your child has had 3 cycles of a My Support Plan and the school needs support to meet your child's needs, then a request for an Educational Health Care Plan (EHCP) will be submitted.
- An EHCP describes a child or young person's special educational needs (SEN) and the help they will get to meet these needs.
- An EHCP also includes details about any health and care provision that is

# Where can I find information about the school's SEND policy?

The School's Special Needs policy is available on the school web site :- [www.ourlady.coventry.sch.uk](http://www.ourlady.coventry.sch.uk)

A paper copy can be requested from the School Office.



# How will I know that my child is making progress?



- A review meeting will be arranged to discuss your child's progress each term. Parents and carers will be invited.
- There may be other professionals at the meeting to offer their support and advice.
- A record of the meeting will be given to you.



# How will the teachers help my child to learn?



- Teachers have high expectations for all children.
- Learning is tailored to your child's needs.
- Practical learning is a part of every day teaching.
- Resources are adapted for your child.
- Progress will be checked regularly during the year.
- Your child may be involved in an intervention group.





# How have you made the school buildings and school site safe and welcoming for children with SEN



- Classrooms are all on the ground floor of the school. Wheelchair access is available.
- Access to the building requires a fob, so children are safe.
- Our playgrounds and fields have a range of outdoor equipment for your child to use at break and lunch time.
- Visual timetables in all classrooms to help your child know what activities for the day will be.



Is there extra support available to help children with SEND  
with their learning?

How will I know if my child is getting extra support?



- Your child's teacher will arrange additional support, if required, and let you know.
- Our experienced Teaching Assistants work with small groups, both in the classroom and with intervention groups.
- Class teachers provide learning opportunities to meet your child's individual needs.



# What social before and after school, and other activities, are available for children with SEND? How can my child and I find out about these activities?



- There are a wide range of after school activities available for **all** children.



- Information is given at the end of the summer term and you can apply for these activities by completing the reply slips in the letter. You will be notified if your child has been accepted.
- Further information can be requested at the School Office to ensure the activity is suitable for your child.

# How does the school support my child's emotional and social development?



- All staff will support your child with their social and emotional needs.
- Mrs Lucas is the school's Integrated Services and Wellbeing Manager. She is vastly experienced in supporting children's social and emotional well-being. Nurture time is provided on a one-to-one basis.
- The school works closely with many services including Child and Adolescent Mental Health (RISE), MIND, Neurodevelopmental Service, Pre-school Education Service, Educational Psychology, Complex Communication and Social, Emotional and Mental Health and Learning.



# Which adults can help my child in school and do they have specialist training?



- All teachers are experienced teaching children with special educational needs
- Teaching Assistants provide additional support in the classroom.
- Lunch time supervisors support children throughout the lunch time period.
- Staff share knowledge, strategies and experience to ensure consistency of approach across the school.
- Training is part of the on-going development for all staff.  
e.g. autism, attachment, mental health issues, emotion coaching, Makaton, dyslexia and speech and language.
- Expertise is given to staff by other professionals.



# What happens if my child needs specialist equipment or other facilities?

- We will endeavour to buy specialist equipment to support your child in their learning. e.g. pencil grips, angle boards for writing, counting apparatus, Lego and sensory equipment.
- Designated quiet areas can be made available when required.
- Specialist equipment can be requested from other professionals e.g. occupational therapy service, speech and language service, sensory support service.





# How will I be involved in supporting my child's learning?



- You will be fully involved in all aspects of your child's education. Your views and aspirations will be highly valued as we work in partnership to achieve the best outcomes for your child.
- Decisions will **always** be made with your consent.
- We actively encourage parents and school staff to work closely in helping your child.

All the staff at the school are approachable and helpful. They help me with my child and keep me informed.

Mrs L



# How will my child be involved in their own learning?



- Your child will be invited to work towards targets that have been discussed and agreed.
- They will be involved in review meetings, if appropriate.
- Teachers will always tell your child how they are doing and give advice to further their learning.

Year 6

I love being in Year 6. When I do my work the teachers help me..

Year 4

I have lots of help in school. I like reading and doing maths.

Year 3

The sound chart helps me to write sentences.



# Who should I contact if I need more information about my child's learning or progress?



- The first step is to contact the class teacher and arrange an appointment.
- You may also contact Mrs Walker, the Special Needs Co-ordinator, to discuss any concerns you have.
- Alternatively, you may wish to speak to Mrs Askew, the Head teacher.
- If there are issues that cannot be resolved you may follow the complaints procedure.

# Who else provides services for children with Special Needs or disabilities?

## How can I get support from these services?

- SEND Information, Advice and Support Service (SENDIASS)
  - Social, Emotional and Mental Health (SEMH)
  - Educational Psychology Service (EPS)
  - Sensory Support Service
  - Child and Adolescent Mental Health Service (CAMHS – RIS)
  - Neurodevelopmental Team
  - Occupational Health Service (OT) Physiotherapy Service
  - Speech and Language Service
  - Complex Communication Term (CCT)
- 
- Referrals are usually made in partnership with parents, school staff, school nurse, GP and other professionals.
  - Advice and strategies are given to support you and your child.



Who should I contact to find out about other support for parents and families of children with SEND?



## **SEND Information, Advice and Support Service (SENDIASS)**

Limbrick Wood Centre

Thomas Naul Croft

Tile Hill, Coventry

CV4 9QX

**Tel: 024 7669 4307**

**e-mail: [iass@coventry.gov.uk](mailto:iass@coventry.gov.uk)**

**Visit: [www.coventry.gov.uk/iass](http://www.coventry.gov.uk/iass)**

**Contact SENDIASS to find out about their next 'virtual' coffee morning.**



## How will you help my child make a successful move into the next class or secondary school?



- Moving from one class to another is always well planned and carefully managed.
- Transition meetings, where important information is shared, takes place between staff.
- Special arrangements are made for children who are vulnerable e.g meet their new teacher on a 1:1 basis, visits to their new classroom, playgrounds are visited.
- Secondary school staff will liaise closely with Primary school staff to ensure your child has a successful transition to their new school. Visits to the school are arranged and Open Evenings are available to meet new members of staff, particularly the Special Needs Co-ordinator and Year Heads.

# Glossary of the most used Special Needs and Disabilities terms



<b>ADD</b>	<b>Attention Deficit Disorder</b>
<b>ADHD</b>	<b>Attention Deficit and Hyperactivity Disorder</b>
<b>ASC</b>	<b>Autistic Spectrum Condition</b>
<b>CAF</b>	<b>Common Assessment Framework</b>
<b>CAMHS</b>	<b>Child and Adolescent Mental Health Service</b>
<b>CoP</b>	<b>Code of Practice</b>
<b>CP</b>	<b>Child Protection</b>
<b>EAL</b>	<b>English as an Additional Language</b>
<b>EP</b>	<b>Educational Psychologist</b>
<b>FSM</b>	<b>Free School Meals</b>
<b>HI</b>	<b>Hearing Impairment</b>
<b>IEP</b>	<b>Individual Education Plan</b>
<b>KS</b>	<b>Key Stage</b>
<b>LAC</b>	<b>Looked After Children</b>
<b>LA</b>	<b>Local Authority</b>
<b>SEMH</b>	<b>Social, Emotional and Mental Health</b>
<b>MLD</b>	<b>Moderate Learning Difficulty</b>
<b>NC</b>	<b>National Curriculum</b>
<b>OT</b>	<b>Occupational Therapy</b>
<b>ODD</b>	<b>Oppositional Defiance Disorder</b>
<b>SaLT</b>	<b>Speech and Language Therapy</b>
<b>SEND</b>	<b>Special Educational Needs and Disabilities</b>
<b>SENDCO</b>	<b>Special Educational Needs Co-ordinator</b>
<b>SpLD</b>	<b>Specific Learning Difficulty</b>
<b>VI</b>	<b>Visually Impaired</b>

# Additional Information



- Other web sites to find further information about Special Needs and Disabilities are:
- The Code of Practice for Special Educational Needs and Disabilities.  
<https://www.gov.uk/government/publications/send-code-of-practice-0-to-25>
- The Local Offer :  
<http://www.coventry.gov.uk/localoffer>

