



Special Educational Needs & Disabilities (SEND) Offer

How does Sir William Romney's School identify students with additional educational needs (AEN)?

- Primary school transition visits by the Head of Year and Transition (Mr Dillon)
- Year 7 reading and spelling assessments
- Year 7 Cognitive Ability Tests (CATS) assessments
- Data tracking throughout the academic year
- Referrals from subject teachers and other staff following observations in the classroom

What are the first steps Sir William Romney's School will take if additional educational needs are identified?

- Following the identification processes above, the Special Educational Needs Coordinator SENCo (Ms L Stevens) will request feedback from all teachers of that student to establish a whole school picture of need.
- If it is established that the student requires anything in addition to Quality First Teaching from subject specialists, parents will be invited to a meeting to co-author a My Plan with the SENCo and the student.
- The SENCo will then share this My Plan with staff.
- If a targeted intervention is appropriate, the student will access additional Literacy, Numeracy or Social Skills sessions throughout the school week.

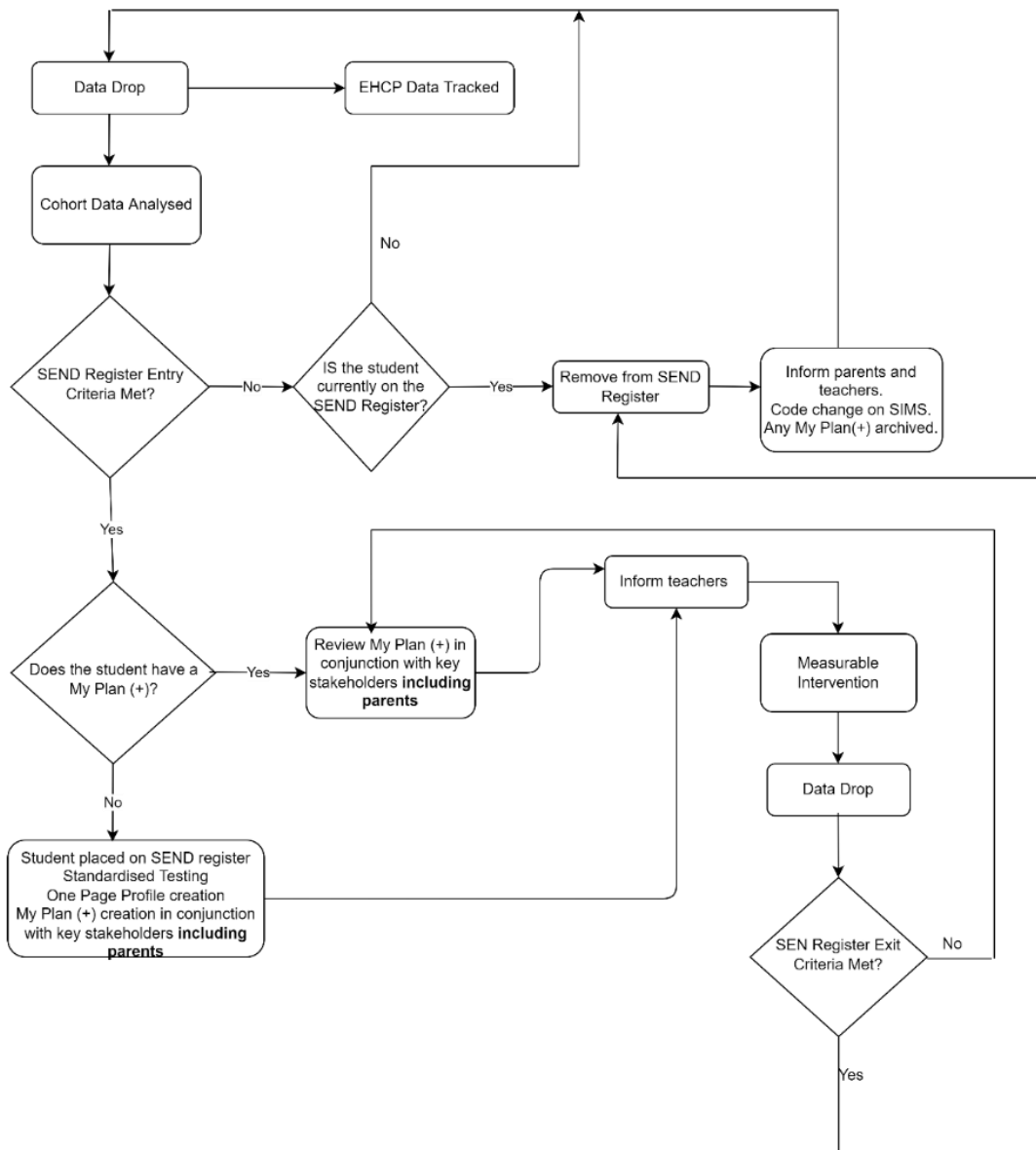
What should parents /carers do if they think their child has SEND? How can they raise concerns?

Parents can contact the school by telephone or via the website and in the first instance should consult the student's tutor, subject teacher or Head of Year.

How will Sir William Romney's School include parents and students in planning support?

Parents/carers will be invited to attend a meeting to jointly plan the support and provision for their children along with the child and any other relevant professionals.

Sir William Romney's Graduated Pathway:



How will Sir William Romney's School teach and support children with SEND?

a. For students without an Education, Health Care Plan (EHCP)?

- The great majority of the teaching and support for students with SEND is achieved through Quality First Teaching within the classroom
- The student will be placed on the school's SEND Register, and a My Plan will be created to capture the needs of, and provision for, the student
- My Plans will be reviewed twice annually

b. For students with an EHCP?

- Each student with an EHCP has a unique set of strengths and needs and the package of support will therefore be tailored accordingly
- The student and parents/carers will be involved in determining outcomes
- EHCPs are reviewed annually

Who will be working with your child?

- As with every student at Sir William Romney's School, the tutor and HOY and are responsible for pastoral care, and subject staff are responsible for academic progress.
- The AEN team is responsible for carrying out assessments and reviews, liaising with parents, staff and outside agencies and overseeing day to day support arrangements.

How does Sir William Romney's School ensure that the information about a child's needs or EHCP is shared and understood by teachers and all relevant staff who come into contact with that child?

- The AEN Register is published termly, and My Plans are published and reviewed in line with the whole school tracking and review process.
- Information regarding strategies for differentiation in the classroom is available.
- SEND best practice briefings take place once a term.
- The SENCO works collaboratively with subject and support staff to ensure the best possible outcomes for each student.

Which other services do we use to provide for and support our students?

Depending on the needs of the student, Sir William Romney's School can draw on the support of:

- The Educational Psychology Service (EP)
- Social Services
- Physiotherapy and Occupational Therapy Services
- The Advisory Teaching Service (ATS)
- Youth Support Team
- Child and Adolescent Mental Health Services (CAMHS)
- Speech and Language service (SaLT)

How does Sir William Romney's School provide support to improve the emotional and social development of our SEND students?

- The student is always consulted about the type of support which would suit them and is then offered an appropriate level of support.
- This may be in the form of physical support to perform every day tasks, in-class support from a teaching assistant, social skills small group sessions during curriculum time and/or small 'quiet room' provision during lunchtime.

- Emotional support is offered from the SEND team or the pastoral team.
- All students have a tutor group, and their tutor will, wherever possible, remain with them as they progress through the school.
- Emotional and social development is addressed through Personal Development lessons as part of the core curriculum.

What access do our SEND students have to facilities and extra-curricular activities available to all students?

- All students have access to a full and balanced curriculum which is differentiated to take individual needs into account.
- For school outings and trips every reasonable effort is made to accommodate the additional needs of students so that they can participate as fully as possible.
- In advance of any outing, trip or special event, consideration is given to any reasonable adjustments and support which may be required.

How will Sir William Romney's School ensure that young people with SEND have a say in their educational provision?

- Students are always invited to participate in the creation of My Plans and are encouraged to discuss and take ownership of the educational provision.

How do we assess and evaluate the provision we have arranged for your child?

- Progress is monitored as part of the whole school tracking and review process.
- **For students with a current My Plan:**
 - A member of the SEND team will gather feedback from teachers in relation to My Plan targets and provision
 - The SENCo/Deputy SENCo will then review the My Plan with parents/carers and the student and amend targets and/or provision as necessary with the needs of the individual students.
- **For students without a current My Plan:**
 - A member of the SEND team will gather feedback from teachers to understand the barriers to learning/progress.
 - The SENCo/Deputy SENCo will then create a My Plan with parents/carers and the student.
- **For students with EHCPs:**
 - Parents/carers and the student will attend an annual review meeting with the SENCo to discuss progress towards outcomes and the provision made to support progress towards meeting these outcomes.

How do we support the transition of students into Sir William Romney's School and how do we support students to transition into further education?

- **Year 6-7 transition:**
 - Primary school transition visits by the Head of Year 7 and Transition (Mr Dillon)
 - Close liaison between SENCo and primary feeder schools
 - Transition days for the whole incoming Year 7 cohort

- Enhanced transition days for identified students with AEN
- **Preparation for adult life:**
 - Fortnightly Personal Development lessons throughout years 7-11
 - Work experience during year 10
 - 1:1 careers meeting during year 11
- **Transition to post-16 education**
 - Appropriate Exam Access Arrangements are arranged for all external exams in order that students are fully able to reach their potential
 - Transition days and college visits during term time
 - Where appropriate, meetings between SENCo and post-16 providers to share information.

Where can you find our SEND policy?

Sir William Romney's School AEN policy can be found on the school website within the Policies section.

What role do the governors have?

What does our SEN Governor do?

- The SEN Governor has a strategic oversight of the SEN policy and its application in school and they report to the Governing Body annually.
- The SEN Governor meets with the SENCo and Headteacher with responsibility for SEN as appropriate.

What can you do if you are not happy?

In the first instance contact the SENCo, Ms L Stevens who will endeavour to resolve your problem. If you are not satisfied please contact the Headteacher, Mr J Bell.

If your complaint is not resolved, please see the complaints procedure which can be found in the Policies section of the Sir William Romney's School website.

How can parents/carers arrange a visit to Sir William Romney's School

Open Days are held where prospective parents and students will be shown around the school site and be given information by the Headteacher.

If you have questions about provision for SEND students in school please contact the SENCo

If you are a current parent, please contact the SENCo directly or via Reception (admin@swr.gloucs.sch.uk)

Useful Contacts

SENCo (Ms L Stevens)

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