

## **St. Austin's Catholic Primary School**

### **Parent/ Carer information for children who have additional needs**

#### **Part of the St Helens Local Offer for Learners with DSEN (Completed in compliance with Regulation 51 and Schedule 1 of the Special Educational Needs and Disability Regulations)**

At St Austin's we are committed to working together with all members of our school community. If you would like to offer feedback or suggestions for a review of our offer, the best people to contact are:

**SEND Governor** – Mrs D. Neal

**SENCO** – Mrs J. Ramsey

**Headteacher** – Mrs P. Wade

If you have specific questions about the St Helens Local Offer please look at the St Helens Council website. If you feel that your child may have SEN please speak to their class teacher in the first instance or contact Mrs Ramsey SENCO on 01744 678000.

### **Frequently asked questions**

#### **1. How does the school know if my child needs extra help and what should I do if I think my child may have special needs?**

The Code of Practice defines SEN as:

“A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them. A child of compulsory school age or a young person has a learning difficulty or disability if they:

- (a) Have a significantly greater difficulty in learning than the majority of others of the same age; or
- (b) Have a disability which prevents them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.”

The progress of children is tracked on a termly basis and class teachers meet regularly with Mrs Wade to discuss progress. If you have any concerns about your child please contact the class teacher. At St. Austin's, the class teacher and TA liaise regularly with Mrs J. Ramsey, the SENCo (Special Needs Co-ordinator), to

review the needs and progress of all the children. The SENCo meets termly with the Local Authority Inclusion Officer, the Educational Psychologist and representatives from other agencies to discuss forward planning and reviews for children on the Code of Practice. The class teacher will also feedback any concerns that a parent may have to the SENCo who is very happy to meet parents.

### **How will St. Austin's support my child?**

The level of support your child receives will depend on their needs. The SENCO offers meetings to all parents of children receiving additional support. At this meeting we will discuss the support your child has received in the current term and whether they will need continued support in the following terms. At St. Austin's we have teaching assistants working within the class to support children. We also have an HLTA (Higher Level Teaching Assistant) to plan, monitor and deliver intervention strategies throughout the school. In some instances, a teaching assistant may work on a 1:1 basis with a child. The SENCo and HLTA review the impact of intervention strategies and the progress made by children on a termly basis. This information is then discussed with the class teacher to inform target setting.

### **How will the curriculum be matched to my child's needs?**

If a child is identified as having SEN, we will provide provision that is additional to or different from the normal differentiated curriculum, intended to overcome the barrier to their learning. Across the curriculum, work will be differentiated by the teacher, so that it meets the individual needs of your child. Targets are linked to progress made by each individual child. Both the teacher and teaching assistant support groups within the classroom.

### **How will both you and I know how my child is doing and will you help me to support my child's learning?**

If your child is on the Special Educational Needs Register they will be given an IEP (Individual Education Programme). This will be reviewed by the teacher, adults working with your child, and your child every term and new targets set. You will also have the opportunity to discuss this with the class teacher during parents' evenings and with the SENCo at any meetings. If you would like to discuss the targets at any other time we would be delighted to meet with you at a convenient time.

The class teacher will be happy to talk to you about your child's progress and any other issues as often as you both feel is necessary.

## **What Support will there be for my child's overall wellbeing?**

At St Austin's, a child's wellbeing is supported at different levels and in many ways. At a whole school level we have a school Charter of behaviour, which looks at the Rights and Responsibilities of the children in our school. Each class has their class rules. Our school mission statement underpins all that we plan and do at St. Austin's. Our house system and reward assemblies foster a caring and collaborative ethos.

One of our TAs is trained as a Play therapist to support those children with more specific social and emotional needs.

When a child has medical needs we put together a Health Care plan together with the parent, school nurse and other medical professionals to ensure the child is safe and that staff are aware of the child's specific needs. When this meeting is held we would also look at any staff training that may be needed.

## **What Specialist Services and expertise are available at or accessed by the school.**

Parent Partnership

Speech Therapist

Occupational Therapist

Physiotherapist

Play Therapist

ASD Pathway (Autism Spectrum Disorder)

LASCS (Language and Social Communication)

EAL service (English as an Additional Language)

Social Services

Behaviour Improvement Team

Educational Psychologist

Bridge Centre

School Health

Health visitors

These are the main specialists we work with, but we are also sign posted to others.

### **What Training have the staff supporting children with SEND had or are having?**

Staff training needs are assessed regularly. Recently staff have attended the following training to support children: first aid, Autism awareness, maths support, phonics, Domestic Violence Awareness and speech and language support. Safeguarding training is updated regularly for all members of the school community.

### **How will my child be included in activities outside the classroom including school trips?**

All school trips require a Risk assessment. For children with significant needs they may require an individual Risk assessment involving parents to ensure that they are able to take part in the trip successfully.

### **How accessible is the school?**

At St. Austin's, our new building is fully accessible with paths and doorways suitable for use by those with mobility issues. We have a toilet and wet room that can be accessed easily and ramps in designated areas for wheel chair access. Although dogs are exempt from school, Guide Dogs are welcomed. Accommodating children with needs is carefully considered each year when children move classes, or start school.

### **How will the school prepare and support my child to join the school and transfer to a new one?**

Before your child starts school we will meet with you so that we can ensure a positive start into school. This is usually done in conjunction with the previous school. When moving on to a new school we will liaise to arrange extra transfer visits for your child. The teaching assistants work with specific children to help them make up a booklet about their new school and spend time on any aspects of the change in school these children may be unsure of. The SENCo will always meet with the new school to ensure that all information is passed on about your child. If an

EHAT (Early Help Assessment Tool) is in place, staff from the new school will be invited to a meeting, so that the parents can have the opportunity to speak with them together with any other professionals involved.

### **Admission and application arrangements**

St Austin's is a Catholic School under the trusteeship of the Archdiocese of Liverpool. It is maintained by St Helens Council. As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for Admissions. The co-ordination of admission arrangements is undertaken by the Local Authority. For the school year commencing September 2016 the Governing Body has set its admission number at 30.

Our admission arrangements comply with Section 69(2) of the Children and Families Act 2014.

Applications for reception year for September 2018 should be made on the local authority common application form which is available from school or on-line through the Local Authority. Details of deadlines can be obtained from St Helens Council website or the school office 01744 678000.

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

Where children have a Statement of Need/ Education, Health and Care Plan we allocate resources appropriately and carefully. This may include the allocation of 1:1 support, allocation of specialist support (Outside Agencies, for example, Speech Therapy) time to work with the SENCo, the class teacher and Teaching Assistant. We also fund specialist equipment and resources and work carefully with outside agencies. We send our teaching assistants on courses to support their work with pupils.

### **How is the decision made about what type and how much support my child will receive?**

If your child has an Education, Health and Care Plan it will specify how much support time your child will need. If not then the time and type of support given to your child will be reviewed at least termly, by the class teacher, Headteacher, SENCo and Inclusion Officer and you will have the opportunity to discuss this at the termly meetings. If your child has an Education Health and Care Plan we will also arrange Annual Review meetings with you, to ensure that the plan is still appropriate for your child and make any changes.

## **How are the parents involved in the setting? How can I be involved?**

At St. Austin's, we understand that you have a valuable understanding of your child's needs and wishes. We aim to involve you in every decision making process. We encourage you to meet with us as often as you feel necessary.

## **Complaints procedure**

If a formal complaint is to be made then this must be done in writing to Brian Bielby - Chair of Governors of St Austin's Catholic Primary School.

## **Who can I contact for further information?**

At St. Austin's your first point of contact is always the class teacher. An appointment can be made to speak with Mrs Ramsey (SENCo). If your child has an Education , Health and Care plan the SENCo will oversee the implementation of the plan in school.

A copy of the school's **Special Educational Needs Document** is available on the website for further information.

## **Useful links and contacts**

[www.sthelens.gov.uk/SEN](http://www.sthelens.gov.uk/SEN)

[www.dfe.gov.uk](http://www.dfe.gov.uk)

IASS (Information Advice and Support Service) 01744 822160

[www.sthelens.gov.uk/sthelensIASS](http://www.sthelens.gov.uk/sthelensIASS)