



# Langmoor Primary School

## Special Educational Needs and Disabilities (SEND)

Information for Parents and Carers



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# The kinds of Special Educational Need and Disabilities for which provision is made at Langmoor School

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## Overview

Langmoor Primary School provides a broad and balanced curriculum for all our pupils, including those with Special Educational Needs and Disabilities. We are committed to integration of all pupils by meeting individual needs, providing the highest quality of education for all pupils and the efficient use of resources.



Langmoor Primary School is a mainstream setting catering for children aged from 4 to 11 years with 207, pupils on roll. Langmoor School strives to be an inclusive school and has an 'Inclusion Policy' which focuses on inclusive practice and removing barriers to learning. It acknowledges the range of issues to be taken into account in the process of development. All pupils are welcome, including those with Special Educational Needs and Disabilities.

In accordance with the Equality Act 2010 the Trust has an 'Accessibility Plan' which shows how the school plans to improve access progressively over time and a policy for 'Supporting Pupils at School with Medical Conditions' including the administration of medication.

## How do we identify pupils with SEND?

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### *How does Langmoor Primary School identify children with Special Educational Needs and Disabilities?*

The Special Educational Needs and Disability Coordinator (SENDCo) is the professional leader in the area of Special Educational Needs and Disabilities and as such is responsible for the provision of children within the school.

If your child has a Special Educational Need or Disability, it will be identified as early as possible as early intervention is always in the best interests of the child. Langmoor has established a two staged process for identification, assessment and provision, in accordance with the 2014 Code of Practice. These stages are:

- ✓ SEND Support
- ✓ Education Health and Care Plan (EHCP).

The first stage is a school based stage where it is anticipated the needs of your child can be met through school based provision. Where children at this level are showing increased levels of need and ongoing involvement from external agencies, a SEND Support Plan will be put into place to access resources over and above what the school is able to provide. These SEND Support Plans will be reviewed in line with the schools systems of assessing, planning and reviewing progress.

Prior to placing your child on the Special Educational Needs and Disabilities Support Record, class teachers may have identified a potential Special Educational Need and consulting the Special Educational Needs and Disability Coordinator, completed a Registration of Concern. Initial action to address those needs and concerns will be taken and progress monitored carefully.



We know that a child needs help if;

- ✓ Concerns are raised by you the parents/carers, teachers or the child
- ✓ Limited or no progress is being made.
- ✓ There is a change in your child's behaviour which is persistent and ongoing
- ✓ Has communication and/or interaction difficulties, and continues to make little or no progress despite the provision of an adapted curriculum.

The class teacher will gather relevant evidence and meet with the SENDCo and a discussion will take place to look at the needs of your child and identify any barriers to learning. A decision will be made whether or not to place your child on the SEND Support Record. At this point you would be invited to work with the class teacher and the SENDCo to look for ways forward to support your child. There will be a review meeting held termly. At the review parents/carers contributions will be recorded. The class teacher will make your child aware of his/her targets and their views will be recorded. Your child will not necessarily have personal targets as their needs may be met through well differentiated classroom provision or through targeted support in small groups.

A child with an SEND Support Plan will have had the involvement of external support services, both those provided by the LA and by outside agencies. These will be consulted to provide more specialist assessments and to advise teachers about strategies to address individual needs where required. You would always be consulted before an external agency is involved.

If your child, despite the school having taken relevant and purposeful actions to identify, assess and meet the SEND of your child, has not made expected progress, the school will consider requesting an Education, Health and Care needs assessment. The school will provide evidence of the action it has taken in the form of an SEND Support Plan to inform the Local Authorities decision.

The LA considers the need for an EHCP and arranges, monitors and reviews provision.

### *How does Langmoor Primary School know how effective its provision for children with Special Educational Needs is?*

Langmoor has a Special Educational Needs and Disabilities Monitoring and Evaluation Plan. Each year the SENDCo will focus on certain areas of provision to Monitor and Evaluate. The outcomes are shared with all stakeholders and help to formulate the contents of the SEND Development Plan where improvements need to be made and staff training needs to be planned.

The school also tracks data of all groups of pupils. This provides a detailed analysis of the progress of SEND Learners, in relation to other vulnerable groups. Which provides an overview of how well the school is performing in relation to the national picture.

The policy has been drawn up in consultation with the staff and governors. It will be monitored through discussion with the governor responsible for Special Educational Needs and Disabilities.

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

If your child is on the SEND Support Record you will be invited to a review meeting each term. This review will look at your child's progress in relation to their own targets, intervention targets from targeted SEND support and any personal targets set for children with more individual needs. A copy is given to all stakeholders working with your child.

This process also applies to pupils with an EHCP (Education Health and Care Plan). In addition there is an Annual Review meeting held to review the plan involving all stakeholders.



The SENDCo tracks the progress of all the pupils on the SEND Record or the Record of Concern each term. This helps to check whether your child is making progress against their targets and whether or not the level of support they are receiving is appropriate to their needs. The SENDCo will then compile an audit of pupil needs and plan provision accordingly. All our support staff are trained to deliver the intervention programmes appropriate to the groups of pupils they are supporting. These interventions are then timetabled by class teachers to operate at a time that is least disruptive to your child's classroom learning. The SENDCO carries out pre and post intervention assessments on all the pupils on the SEND Record to ensure the interventions have had an impact on pupil progress and to ensure that the progress is at least good.

### How will my child be supported?

All pupils are taught in classes arranged by age. Teachers provide learning opportunities for all children within this environment and provide resources appropriate to pupils' interests and abilities. The structures and systems in place are:



- ✓ All your child's work is planned by their class teacher, the work will be differentiated accordingly to suit the pupil's individual needs. A well differentiated curriculum incorporates a variety of learning styles to deliver quality first teaching to all pupils.
- ✓ Support staff may be allocated to work with your child on a 1-1 or small focus group to target more specific needs.
- ✓ Specialist equipment may be used.
  - If your child has specialist input, for example Speech and Language Therapy, a plan is devised by the therapist and the targets are planned for in school and reviewed with the therapist each term.
  - Classroom support is used to increase curriculum access and pupil achievement.
  - Intervention programmes guided by a pupil needs audit from tracking pupil progress using data, assessment and reviews, and a 'Provision Map'
  - Clear guidelines on behaviour with a structured reward and sanction system.

There is a Professional Development Plan to ensure all staff engaged with your child have the training and skills to support pupils in their class. An audit of support staff skills is carried out each year to make sure that skills are matched to the pupils' area of need when mapping provision for individuals or groups of pupils. The school outlines its provision in three stages;



- ✓ Universal provision (provision available to all pupils in school)
- ✓ Targeted Support (provision made for pupils who made need some additional support or intervention to attain at age appropriate levels)
- ✓ SEND Support (provision for pupil on the SEND Record).

Pupils receiving SEND Support with a higher level of need may have a SEND Support Plan. This Plan will include contributions from you and your child, contributions from external agencies, such as social care or health agencies or Educational Psychologists. This plan is used as a working document to support your child's needs in school and is reviewed each term.

Staff provide the SENDCo with timetables which detail when interventions, support programmes and in class support is happening. Pupils with an EHCP have individual timetables which outline the provision they receive.



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

Langmoor Primary School provides a broad and balanced curriculum for all our pupils including those with Special Educational Needs and Disabilities and ensures full curriculum entitlement and access. We are committed to and ensure that appropriate provision is made for pupils so that your child can make progress and achieve their learning potential.

- ✓ All class teachers are aware of their responsibilities to all pupils including those with SEND in their class.
- ✓ There are regular sessions of staff training which focus on a range of areas of need. This will develop staff understanding and provide them with skills, strategies and resources (human and material), to meet the needs of pupils in their class.
- ✓ All planning demonstrates differentiation to meet the learning needs of your child. A range of learning styles are also identified and recorded in planning.
- ✓ It is expected, that within the classroom equal access to learning support from the class teacher is provided for all groups of learners and that not all learning support will be provided by the Learning Support Assistants.
- ✓ Class teachers' planning includes, where adult and teacher support will be deployed during the lesson. Teachers support all groups of pupils including those with SEND during a sequence of lessons.
- ✓ Teachers plan to encourage your child to participate at all stages of the lesson using a variety of teaching methods and strategies including talk work and 'talk partners' so learners are able to support each other.
- ✓ Your child will have opportunities to work as part of a class, in small groups, in pairs and individually. These grouping may be ability grouped or mixed ability encouraging pupils to support each other
- ✓ Your child will have the opportunity to learn outdoors in our Forest School

### *How is the amount and type of support my child will receive decided?*

At Langmoor, pupils on the SEND Support Record will have additional support which is outlined in the SEND Support Provision Map. By tracking the progress of pupils through the school systems, the area of need and appropriate level of support will be identified. This may include:

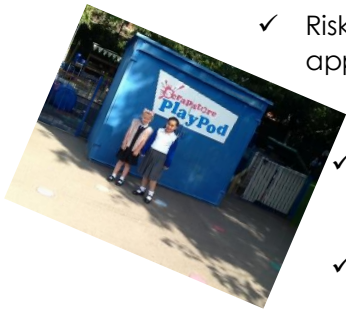
- ✓ Small group support work in class
- ✓ Small group intervention work for reading, phonics, spelling, writing or maths programmes.
- ✓ Individual support for reading, speech and language programmes, occupational therapy programmes.
- ✓ Social skills/communication and interaction groups
- ✓ Construction therapy
- ✓ Physical development programmes to support fine and gross motor skills
- ✓ Nurture support, 1:1 support for Social Emotional and Mental Health Needs.
- ✓ ELSA- Early Literacy Support Assistant (led by Mrs Mills, pictured below)

Every class has a Learning Support Assistant (LSA) and the class teacher liaises with their LSA to plan support programmes appropriately. Classes where there are higher levels of need will receive more Learning Support Staff support than those that have less. The level and frequency of support will depend on your child's level of need.



### How will my child be included in activities outside the classroom?

- ✓ Pupils with SEND are given roles and responsibilities to encourage them to be confident and develop self-esteem. Pupils are represented proportionately in after school activities, on the School Council and Eco Committee. The School has a very inclusive ethos and there is an Inclusion Policy and Development Plan in place to ensure this remains at the forefront of our future planning.
- ✓ Pupils with a range of needs are represented well as a proportion of pupils in the school at a variety of clubs. The school offers a wide range of extra-curricular activities and clubs. Where there is a financial implication pupils in receipt of pupil premium will be subsidised by the school to enable them to attend.
- ✓ Risk assessments are completed by staff prior to any educational visits and where appropriate, parents are invited to visits, to ensure your child can participate.
- ✓ There is a breakfast Club where provision is made for all pupils.
- ✓ Learning Support Staff provide 1:1 support for pupils with a high level of need at playtime/lunch times and the school operates a buddy system on the playground where pupils in Key Stage 2 are encouraged to mentor and support pupils with difficulties with social interaction skills on the playground.



### How will you support my child's social and emotional needs?

Langmoor School has developed a policy for 'Supporting Pupils at School with Medical Conditions' including the administration of medication. In consultation with parents an agreement about the administration of medications is drawn up and staff, with permission, will administer medicines at certain points in the day. These are stored in a locked fridge in the staff room.



There is a pastoral slot at every staff meeting where concerns over any pupil can be shared with staff to heighten awareness and develop a whole school approach to meet needs.

The school has a clear behaviour policy which is followed across the school for consistency. The pupils are aware of the reward systems in school but also of the sanctions.

Pupil attitude survey outcomes are that pupils are positive about their learning and enjoy coming to school.

Where there are pupils with very specific difficulties in relation to Social, Emotional and Mental Health Needs, staff training is given to heighten staff awareness and develop strategies to meet those needs as a whole school approach.

The school has an ELSA room where pupils can go, supported by staff, for some time out or to share and prepare them for learning before returning to class.



Langmoor liaises with external agencies such as Social Care, The Autism Outreach Service and the Psychology services to access training to support individual needs.



The school has two access points both of which are securely gated and monitored by security cameras. All entrances to the school are protected by security locks and visitors need to request access via an intercom system. All visitors are required to sign in and are provided a visitors badge via our electronic check in system.

At Langmoor Primary School we encourage pupils to contribute individually to determining the direction of their learning by recognising their own strengths and weaknesses and where appropriate to take an active part in setting and monitoring their own targets.

Pupils with SEND are given roles and responsibilities to encourage them to be confident and develop self-esteem.

### *How will I be able to raise any concerns I have?*

Please ring the school for an appointment or email the school office.

The Special Educational Needs Coordinator at Langmoor Primary School is Miss Ferns.

[www.office@langmoor.leics.sch.uk](mailto:www.office@langmoor.leics.sch.uk) Tel: 0116 2712776



## Our staff training and expertise

### *What training and expertise do staff supporting children with SEND Have?*

- ✓ All staff are made aware of their responsibilities towards pupils with SEND and clear communication lines between teachers, support staff and specialist staff are established. A programme of staff development, to be included in the school development plan, is implemented for both SEND support staff and class teachers.
- ✓ Staff working with pupils with highly individualised needs have had specific training from external agencies in Autism and Social and Communication skills, occupational therapy programmes, Speech and language skills and Hearing Impairment. Staff have also had training on the development of the brain to support pupils with Post Traumatic Stress Disorder, and the affect that trauma has upon the developing brain.
- ✓ The SENDCo attends an annual SEND conference and other SEND training courses and events which look at supporting pupils with complex learning needs.

Langmoor has a medical officer who is attached to Brooksby Drive Medical Centre, and a school nurse within the Health Authority to whom referrals can be made.

If required a health referral can be made to the Leicestershire NHS Partnership Trust via the FYPC where a Care Navigator will direct your child to the appropriate service. Similarly, contact is made with the Social Services Department and Educational Welfare Service as appropriate. Referrals are made to organisations such as 'Early Help' when deemed appropriate.

We also work with the following services: Educational Psychology, Speech and Language Therapy, Visually Impaired and Hearing Impaired teams, Physiotherapy, Occupational Therapy, the Autism Outreach and the behaviour Support Outreach Service from Oakfield Short stay School.





# Equipment and facilities

## *How accessible is Langmoor Primary School?*

The school is built on two levels, but there is access to all facilities with the exception of the Computer suite. The school can offer wheelchair access and disabled parking via the front entrance through the main hall and at the rear entrance of the building to accommodate children with physical difficulties, and a disabled toilet. The Outdoor Learning Centre/Forest School is equipped with slopes and ramps to facilitate disabled access. However as the building is on two levels reorganisation would be necessary to accommodate a child with these needs at Key Stage 2.



In accordance with the Equality Act 2010, the Trust has an 'Accessibility Plan' which shows how the school plans to improve access progressively over time and a policy for 'Supporting Pupils at School with Medical Conditions' including the administration of medication. Where equipment and facilities that are additional to or different from those already provided, the SENDCo would contact the relevant health agencies e.g. Occupational Therapist to ensure the appropriate equipment to support the pupils learning in school is available.

# Involving parents/Carers and families

## *How are parents involved in the school?*

At Langmoor we actively seek to work with parents and value the contribution they make through their unique strengths, knowledge and experience.

- ✓ You and your child, where appropriate, will be invited to attend in all relevant discussions and Personal Target setting.
- ✓ You will be invited to termly review meetings.
- ✓ Permission will be requested from you as parents before the school requests any involvement from external agencies.
- ✓ Langmoor has an open door policy and encourages you to approach staff whenever they have a concern so a suitable time can be arranged to meet.
- ✓ Each term parent interviews are planned where your child's current levels of attainment are discussed, next steps targets and ways forward to help your child make progress. You will receive information in the form of a target report sheet.
- ✓ Annual reports indicate how your child is performing in different curriculum areas in relation to Age Related Expectations.
- ✓ Each term 'Knowledge Organisers' are posted on the school website outlining what your child will be learning and how you can support them with this learning at home.
- ✓ From the Spring term in Year 1 throughout the school your child have weekly home learning tasks. They will have a Learning Log where they can record their work, some of which may be set using Purple Mash. These will be tasks linked to classroom learning where you can help to support your child at home.
- ✓ The school plans a range of curriculum days for different groups of carers to attend where you can get actively involved in what your child is learning in their setting.



# Involving pupils

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## *How will my child's views be listened to?*

Pupils at Langmoor are engaged well in their learning and have a positive attitude towards school. A Pupil Attitudes Survey is carried out in as part of a Cycle of Monitoring and Evaluation. The most recent monitoring showed:

- ✓ Pupils feel good about themselves and are very happy to come to school
- ✓ There is a high percentage of pupils who know that they can ask for help when they need it and find the work easier when they receive help from their class teacher, other adults or their friends
- ✓ Pupils said that they try hard to reach their targets and are given praise when they do their school work well
- ✓ They enjoy receiving support from adults and peers and this makes their work easier
- ✓ The majority of children do not attend school clubs
- ✓ Pupils said that they feel they are getting better at their work

Your child should be involved in making decisions where possible right from the start of their education. The ways in which your child is encouraged to participate should reflect your child's evolving maturity.

At Langmoor School we encourage pupils to contribute individually to determining the direction of their learning by recognising their own strengths and weaknesses and where appropriate to take an active part in setting and monitoring their own targets. The school promotes a 'Values' based approach to learning where the children are actively encouraged to identify these.

The behaviour of pupils is good because they feel valued and able to make a good contribution to school life (See OFSTED REPORT December 2010.)



## What should I do if I am unhappy?

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You are encouraged to discuss any problems or concerns with the school. These should be raised initially with your child's class teacher. Most problems can be resolved in this way, but if this does not happen, you may raise the concern with the SENDCO or Head Teacher who will either contact you by telephone or arrange a meeting. If necessary parents may make a complaint to the governors, our SEND Governor is Samantha Pole. If you are still dissatisfied, you may take your complaint to the LA's statutory SEND disagreement resolution process.



# The role of the Governing Body

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## *Who else has a role in my child's education?*

The governors will seek advice and support regarding SEND issues whenever appropriate to ensure the safety and smooth educational running of the school for all pupils, staff and parents. External agencies such as health and social services bodies, local authority support services and voluntary organisations will be approached, in meeting the needs of pupils with special educational needs and in supporting the families of such pupils. Contact with such agencies will be made via our internal controls.

## Support Services

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### *What other services are there that might help me with information and advice?*

The SENDCo, Miss Megan Ferns [www.office@langmoor@leics.sch.uk](mailto:www.office@langmoor@leics.sch.uk) Tel: 0116 2712776 is able to support you in accessing or providing contact details for other support services. Langmoor Primary School already works closely with a range of external services:

- ✓ Speech and Language Therapy Service
- ✓ Leicestershire Educational Psychology Service
- ✓ The Hearing Impaired Service
- ✓ The Autism Outreach Service
- ✓ The Outreach Support team at Birkett House
- ✓ Social Care
- ✓ Leicestershire NHS Partnership Trust via the FYPC
- ✓ Early Help
- ✓ Occupational Therapy Service
- ✓ Physiotherapy Service
- ✓ Oakfield Short Stay School Outreach Support

There are available to parents other support networks such as Dyslexia Action and Parent Partnership.



# Supporting pupil transfer

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## *How will Langmoor support my child when joining or transferring to a new school?*

A common system of record keeping and communication is established with our feeder settings and Secondary providers to ensure that pupils with SEND are known to us at transfer and known to schools to which they will later transfer.

- ✓ Our EYFS teachers organises visits for all new starters to the school in the summer term before admission both at home and in their early years setting. Parents and early years providers are asked to provide details about the pupils progress, strengths weaknesses and any Special Educational Need or Disability. Where there has been involvement with the Early Years team a transition meeting is planned with the parents, teacher and SENDCo prior to starting school.
- ✓ The SENDCO from the secondary school is invited to the Annual Review of a child with an EHCP, in the Autumn Term, which precedes transfer (Year6).
- ✓ In the term before transfer the secondary SENDCo meets with the Year 6 teacher, Year 6 children with SEND and Langmoor SENDCO to discuss and prepare for transition.
- ✓ Pupils with SEND make additional visits to their new setting to help them prepare for transition, know where they can go to ask for help and meet staff who will be supporting them.
- ✓ The SENDCO attends a termly meeting to monitor and discuss any issues or national initiatives about SEND.

Parents are encouraged to start looking at or making visits to secondary schools schools in the spring term of Y5 so they are able to make an informed choice about which best suits the needs of your child. You may find some information about SEND provision/local offer for on their websites:

<http://gartree.leics.sch.uk/>

<http://www.manorhigh.leics.sch.uk/>

<https://www.beauchamp.org.uk/>

Secondary SENDCos:

Gartree High School: Asha Jagdez (Deputy SENDCo) e-mail -[ajagdev@gartree.leics.sch.uk](mailto:ajagdev@gartree.leics.sch.uk)

Manor High School: Vanessa Metha email – [admin@manorhigh.leics.sch.uk](mailto:admin@manorhigh.leics.sch.uk)

Beauchamp College: Jim Ardley email – [jim.ardley@beauchamp.org.uk](mailto:jim.ardley@beauchamp.org.uk)



# Contribution to the Local offer

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## *Where can I find the Local Authorities Local Offer?*

Langmoor has published our SEND information upon the school's website and details can be found within our SEND section under "local offer," We aim to help children, young people, and parents/carers to find information and support as smoothly as possible. Encouraging and welcoming support and advice from external, internal and parental knowledge. This information will therefore be accessible to children, young people and their parents/carers directly from our school website at: [www.langmoor.leics.sch.uk](http://www.langmoor.leics.sch.uk)

Our school intends to link closely and align itself to the local authority local offer and information about the Leicestershire's local offer regarding SEND can be found at <http://www.leicestershire.gov.uk/local-offer>. The aims of Langmoor Primary School are based on the values derived from the Statement of Principles adopted by the LA and guided by the DfE Code Of Practice for SEND.

