

## **Bucknall Primary School – SEN Local Offer – September 2016**

### **What should I do if I think my child has special educational needs?**

Initially speak with your child's class teacher and explain your concerns.  
If you are still concerned, then speak to the headteacher.

### **How will the school respond to my concern?**

We will listen to your concerns and discuss the situation.  
If a longer meeting is needed, this will be arranged.  
Your concerns will be looked into over an agreed length of time, with the sharing of information between school and home.  
A follow-up meeting will then be arranged to discuss the next steps.

### **How will school decide if my child needs extra support?**

The decision will be made by the class teacher and/or the headteacher based on evidence of your child's academic and personal progress in class.  
You and your child will be involved in deciding the next steps, and in setting targets to support your child.

### **What will the school do to support my child?**

We will agree on specific targets for your child to work towards. These will be recorded either on an Individual Education Plan (IEP) or a Personal Profile.  
Additional support will be organised by the class teacher. This could be individual work, small group work or the use of specific resources.  
Any additional support will be recorded on the school provision map, showing support provided across the school.  
A review cycle will then be followed and reviewed a minimum of once a term.



### **Who will support my child in school?**

Your child will be supported by:

- The class teacher
- Additional adults (teaching assistants) working within class
- Volunteers who listen to children read or support in class

### **What training and experience do staff have for the additional support my child needs?**

Staff have training in autistic spectrum disorders.

One member of staff has had training in loss and bereavement.

Teaching Assistants have had training in the delivery of a range of different interventions.

### **Who else might be involved in supporting my child?**

Where appropriate, outside agencies will be asked to support your child and the staff who work with them.

These include:

Educational Psychologist

Specialist Teaching Team (STT)

Speech and Language Therapist

Social and Communication Outreach Teacher

Sensory Education Support Service

### **What support will there be for my child's emotional and social well-being?**

The emotional and social well-being of your child is of great importance to us.

Where appropriate, additional intervention (individual or small group) will be organised to help your child's emotional and social development.

We work closely with outside agencies to support children with emotional and behavioural needs.

The school rules, including rewards and sanctions, are used consistently to support children's behaviour.

We will only administer medicines if you have completed a medical form.

If your child needs to be given medicine in school, please ask a member of staff for a form.

**How will my child be able to contribute his/her views?  
How will my child be involved in the process?**

Your child will be asked to contribute to the cycle of 'plan, do, review' at all stages.  
His/her views will be taken into account at all review meetings.  
This will be through a variety of ways, depending on the age, abilities and needs of your child.  
These could include; discussion with the class teacher or another adult working in his/her class, feelings books and social stories.

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

Our curriculum is creative and has a strong practical element, enabling children of all abilities and needs to access the curriculum and to be supported and challenged.  
ICT is used regularly (including the use of individual iPads for all children) to enhance our curriculum.  
Classroom layouts, including seating arrangements, displays and groupings of children support each child's individual needs.  
All lessons are differentiated to meet the needs of individual children, and where appropriate, additional adult support will be provided within class.  
If your child needs support above and beyond what can be provided in class, additional individual or group intervention work will be offered. This can be with a teacher or a teaching assistant.

**What opportunities will there be for me to discuss my child's achievements?  
How will I know how my child is progressing?**

Class teachers normally bring children out to the gate at the end of the day, providing an opportunity for brief informal conversations with parents.  
We hold a parents' consultation evening three times a year, to discuss your child's progress and attainment.  
Where a review meeting is not held at parents' evening, these will be arranged for a mutually convenient time.  
If you have more pressing concerns, a meeting with your child's class teacher or the headteacher can be arranged with the relevant member of staff.  
We also send out text messages to parents on a regular basis, with details of your child's progress and attainment.  
In some instances (when agreed by school and parents) a home-school book or a reward chart may be used to assist the home-school partnership for the benefit of the child.

### **How does the school know how well my child is doing?**

We track all children's progress closely over the year. We measure the amount of progress children make over the year, and how their attainment compares with age related expectations.

For children in Reception we assess children using the Early Learning Goals.

For the majority of children in Years 1-6 we assess against the outcomes of the National Curriculum (2013).

Any children working significantly below age expectations are assessed using PIVATS (Performance Indicators for Value Added Target Setting). This enables us to measure small steps of progress, and set appropriate specific targets.

We assess children using standardised assessments, teacher assessments and Assessment for Learning. All of these are used to provide a clear and detailed picture of your child's progress and attainment.

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

We have a breakfast club which runs from 8.00am every day, and after school clubs until 5.00pm Monday to Thursday. All children are welcome to attend these clubs which are run by school staff, and we will endeavour to provide support to enable all pupils to attend.

We have a regular programme of school trips, including trips related to current topics and other curriculum areas.

We ensure that we have enough adults on trips to enable all children to take part. Sometimes this means that we ask parents or other volunteers to help.

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

The school is fully accessible to wheelchairs and there is an accessible toilet.

We carry out an accessibility survey annually to ensure that there are no problems, and this is carried out more regularly should the need arise.

We use technology to support children's learning, and use specific equipment and resources to support individual and specific needs.

### **How will the school prepare and support my child to join the school?**

We organise a series of events for children starting in Reception and their parents.

These include; a parent/carer information session, time for children and parents/carers in class and visits to specific events.

Should your child benefit from a more personalised transition programme we are happy to work with you to organise this.

For children starting at other times of year or in other year groups we encourage you to look round, and if possible for your child to spend an afternoon in their new class getting to know the adults, the other children and our routines.

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

We work closely with the schools the children move on to after Bucknall Primary. The local secondary schools organise transition events and taster days. They also work closely with our staff to share relevant information about children.

If your child needs more support with transition we will arrange this in conjunction with his/her new school.

### **How can I be involved in supporting my child in school?**

We encourage all parents to be actively involved in their children's education.

Your child will bring their reading book home each day which we encourage you to read with them.

He/she will also receive homework on a Friday.

Your child's individual targets will be shared with you, along with ways for you to support him/her in achieving them.

We have an active Friends of Bucknall School (FOBS) who organise many events and support with fundraising. All parents/carers are invited to attend meetings, and new members are always welcome.

### **How can I access support for myself and my family?**

If you feel that you need further support please speak with head teacher who will advise you on whom to contact.

You can also contact Special Educational Needs and Disabilities at Lincolnshire County Council (01522 553332) or Parent Partnerships Service (LIASE) (0800 1951635) or at [www.liase.lincolnshire.gov.uk](http://www.liase.lincolnshire.gov.uk).

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

For more information speak to the head teacher.

Tel: 01526 388233

Email: [enquiries@bucknall.lincs.sch.uk](mailto:enquiries@bucknall.lincs.sch.uk)