



Additional Educational Needs and Disability Policy

Policy Name:	Additional Educational Needs and Disability Policy		Review Date:	3 Years 24/05/2020
Presented to the Achievement and Curriculum Committee:	Date: 24/05/2017	Adopted by the Full Governing Body:	Date: 19/06/2017	Chair of Governors Signature:

ADDITIONAL EDUCATIONAL NEEDS and DISABILITY POLICY

(Written in accordance with the Special Educational Needs Code of Practice 2014)

Persons Responsible for (SEND) Provision at QPHS.

- **Sarah Williams:** Special Educational Needs and Disability Co-ordinator.
- **Sue Pearson:** SEND Governor

1. Introduction

- 1.1 The 2014 SEN Code of Practice puts a greater emphasis on improving outcomes for students, setting high aspirations and expectations rather than on hours of provision and/ or support. All children and young people are entitled to an education that enables them to make progress so that they:
- achieve their best
 - become confident individuals living fulfilling lives
 - Make a successful transition into adulthood, whether into employment, further or higher education or training.
- 1.2.1 Queen's Park High School will work within the guidance of the SEND Code of Practice 2014 to:
- Identify and provide for students who have Special educational needs and Disability (AEN) alongside students who do not have AEN.
 - Provide an Special educational needs and Disability Co-ordinator
 - Provide support and advice for staff working with students working with AEN.
 - Inform parents when they are making an additional educational provision for a student
 - Prepare an AEN information report (School Offer)
- 1.3 A child with additional needs is defined as one having:
- A significantly greater difficulty in learning than the majority of children of the same age. and/or
 - A disability which prevents the child from making use of educational facilities provided for children of the same age within the same area.
- 1.4 The four broad areas of need are:
- Communication and Interaction
 - Cognition and Learning
 - Social, emotional and mental health difficulties
 - Sensory and/or physical needs

2. Admission Arrangements

The LA admissions policy applies to all students.

All students are integrated fully into all aspects of school life, academic and social.

3. Identification and assessment

3.1 To assist in the identification of students with Special educational needs and Disability (AEN), the following procedures are used:

- Information is forwarded from the partner primary school via school records and liaison visits to the Primary School by the Head of House and/or AEN Co-ordinator.
- Literacy screening of Year 7 students takes place during Year 7 induction– using group spelling and reading test. KS2 NCT scores are also used as indicators.
- Open Evening, Parents’ Evenings, visits prior to entry, or at the Year 7 ‘meet the tutor session’ in September provide parents/carers/students an opportunity to raise any issues/concerns.
- Post Year 7 –fortnightly meetings take place with Heads of Houses and AEN co-ordinator to consider student progress, to review individual action plans and to discuss the possibility of any emerging AEN for any student.
- Outside agencies via Multi Agency meetings/TAF
- Listening to the concerns of teachers and parents.
- AEN representation at Curriculum Team Leaders meetings

3.2 Should further investigation be needed, more detailed assessment is undertaken, action plans may be produced and outside agencies consulted, with the knowledge and permission of parents.

3.3 Progress is monitored and reviewed both in the social and academic areas by Form Tutors, Heads of House and Subject Teachers at regular intervals. SIMS is used to track progress and highlight areas of difficulty. SISRA is used to highlight areas of under achievement. Concerns, where relevant, may be communicated to parents. Likewise parents can communicate their concerns at any time to school staff. Interim assessments and written reports to parents are sent home for all students at regular intervals in the school year.

3.4 A confidential list of names of those children who have additional needs is compiled and this information is disseminated to all teaching staff via the Learning support AEN register on the school desktop icon. For students with a Statement on the register, additional information is available via linked documents on SIMS. Both the register itself and the additional information pages are working documents, and may be amended as students’ individual needs change.

4. Curriculum and Differentiating work

4.1 All pupils should have access to a broad and balanced curriculum and one which sets high expectations for every student, whatever their prior attainment. At Queen’s Park High School teachers carry out appropriate assessments from which they set deliberately ambitious targets.

Potential areas of difficulty are identified and addressed at the outset. Lessons are planned to remove barriers to student achievement. In many cases such planning will mean that pupils with AEN and disabilities will be able to follow the full school curriculum.

- 4.2 All teachers are teachers of AEN, and therefore it is they who differentiate the work for the class/student as necessary. Learning support staff will assist, but under teachers' directions. Learning support staff have the knowledge of our students but not necessarily of individual subjects.

5. Additional Intervention

- 5.1 Where children do not respond to differentiation and do not make adequate progress, where possible the school will provide additional or different intervention to that normally available to all students of the same age.
- 5.2 AEN Support could be further assessment, additional or different teaching materials or a different way of teaching and it might sometimes, but not always, be additional one to one adult support. All students at AEN support receive a specific intervention programme or access arrangements for examinations and testing.
- 5.3 AEN support could also be where school intervention alone has not helped the child to make adequate progress, and the school asks for outside advice from the LA's support services, or from health or social work professionals such as speech and language therapists, occupational therapists or a medical diagnosis and report giving recommendations.
- 5.4 Most children will have their special educational needs met by their school through AEN support, but that will not be possible all the time. If a child's needs cannot be met through AEN support, the LA may consider the need for a statutory assessment made by a parent/carer or school and if appropriate, makes a multi-disciplinary assessment to consider the need for the provision of a statement or Educational Health Care Plan.
- 5.5 Other students are only recorded on the AEN register at SEN support if the school is providing interventions (including access arrangements) that are additional to or different from those provided as part of the school's differentiated curriculum and strategies.

6. Exits

Occasionally a student will have an individual card to allow them to leave a lesson.

7. Medical Conditions

Queen's Park High School supports students, at school, with medical conditions which may negatively affect their ability to access all aspects of school life. Where students also have AEN their provision is planned and delivered in a co-ordinated way with an action plan.

8. Student Support/Class Support Provision

- 8.1 Learning support supports specific students, mostly those with statements. In class support is offered to children, within the limits of resources available in school. Setting which occurs in English, Mathematics, and Science helps place children in groups of like ability.
- 8.2 Learning support staff are unlikely to sit throughout the lesson with one student.

- 8.3 It is the school's policy to not always have the same Teaching Assistant (TA) allocated to the one student, as this can create overdependence and can have implications if for example the TA is unavoidably absent. In some cases a statemented student will have a named TA for ease of contact, but anyone from the whole team will always assist when necessary.
- 8.4 When TAs are in the lesson they assist the identified students from the AEN register under the guidance of the class teacher. Learning support staff prioritise the support of statemented students on school trips.
- 8.5 Each curriculum team is responsible for children with special needs in its own subject area.
- 8.6 Additional help in the classroom may be offered by Sixth Form students (as part of their DIP programme).
- 8.7 Students with Special educational needs and Disability may also be awarded specific examination access arrangements.
- 8.8 Learning support provides a support service for students experiencing emotional health issues. Referrals are usually made by the student's Head of House
- 8.9 Queen's Park High School ensures that all students are provided with careers guidance.
- 8.10 Queen's Park High School provides support around the different transition phases. (Between Key Stages/Higher Education/Training).