

SEN Information Report

St. Mary's CE High School



The Governors of St Mary's have made safeguarding a fundamental priority and are committed to ensuring that safeguarding of children and young people remains at the core of their work. For this reason, the principles of excellent safeguarding practice are integral to the culture of St Mary's and every aspect of the school and trading company's work. This report supports this commitment to safeguarding and should be read in conjunction with other school and trading company policies as appropriate.

1. How does the school know if children/young people need extra help and what should I do if I think my child may have special educational needs?

St. Mary's works closely with primary feeder schools on transition to identify students who may have SEN (Special Educational Needs) and D (disabilities). St. Mary's assesses all students on entry for reading and spelling, as well as using Cognitive Ability Testing (CATS) with students in year 7. Staff use prior assessment data from previous schools and our own subject assessments on entry. Staff use this information, as well as discussions with parents/ carers, professionals from outside agencies and previous school staff to identify students who may have SEND. SEND is a standing item on termly Teaching and Learning meetings so that concerns raised can be addressed quickly.

2. How will school staff support my child?

Pastoral support at St. Mary's: Each student is allocated a form tutor within a Teaching and Learning Area and pastoral support is delivered during the 30 minute form time each morning. Student Managers allocated to each year group work with groups and individual students who may require a higher level or short term support, in order to help to raise attainment. Family Support Workers, from the onsite Children's Centre, also work with the school to support parents/carers and families. Year Leads with responsibility for pastoral care and student wellbeing, track and monitor the year group in terms of achievement, attendance and punctuality, personal development and behaviour for learning. They work closely with outside agencies where a higher level of support is required. The Hub is staffed by the Behaviour Manager and Aspire Mentors, who work with students to help them improve behaviours which may be barriers to their learning. Staff will liaise with parent/carers if students are not making expected progress.

Academic support at St. Mary's: Within each year group, students follow a wide curriculum taught by subject specialists in each Teaching and Learning area. The Director and Subject Leads for the Teaching and Learning areas monitor and track continually the quality of provision and student progress.

Inclusion support at St. Mary's: The Inclusion Team support students identified as having SEND and also students with additional needs. This may be short term or long term support. The Director of Inclusion (SENCO) has a strategic overview of the additional provisions offered. The Assistant Director of Inclusion has responsibility for additional provision for students with EAL, students with SEMH and casual admission students. A team of Learning Support Assistants (LSAs) and Aspire Mentors deliver interventions in and outside of lessons and support learning across the curriculum. The purpose of LSAs and Aspire mentors is to ensure that students can access learning by providing reasonable adjustments and scaffolding; they promote positive learning behaviours to help create independent learning and inclusion.

3. How will I know how my child is doing?

St. Mary's delivers good quality teaching and has very high aspirations for all. Regular monitoring each half term and feedback to parents/carers ensures that students who are at risk of not making expected progress are picked up quickly. All students receive intervention and differentiation within mainstream lessons. Termly Progress Reviews Days, consultation events and Subject Surgeries ensure parents/ carers meet regularly with form tutors and subject staff to discuss the progress of students and set targets for them to ensure ongoing progress. There are opportunities for parents/ carers to meet more regularly

should this be helpful. Staff will contact parents/ carers if there are concerns about progress or attainment.

Parents/ carers will be advised if a student is at risk of not making expected progress and if interventions are being used to support a student. Parents/carers also receive an annual report in addition to progress reports each year.

4. How will the learning and development provision be matched to my child's needs?

St. Mary's delivers quality first teaching and has very high aspirations for all students. Differentiation is used in all lessons to ensure that the learning and teaching provision matches student's needs and every child is challenged. All staff produce lesson plans and resources that identify the support that will be used in each lesson. This will include information about how Learning Support Assistants and Aspire Mentors and learning resources will be used. When additional adults are used in lessons they will support the learning of all students in the classroom.

5. What support will there be for my child's overall wellbeing?

St Mary's has a high level of commitment to the personal development of every child and this includes teaching them to be safe, independent and healthy. Personal, Social and Health education is delivered through timetabled lessons. Students are taught how to keep themselves safe and to recognise unsafe behaviours and personal development is an intrinsic part of the many aspects of the curriculum. All students meet with their form tutor every day and a non-teaching Student Manager monitors student wellbeing on a daily basis.

6. What specialist services and expertise are available at or accessed by the school?

St. Mary's uses external agencies and specialist services, such as Speech and Language Therapist, Education Support Centre, Educational Psychologist, Children and Adolescent Mental Health Service (CAMHS), Visual and Hearing Impairment advisors, ASD advisory teachers, Bonneygrove SpLD Base, YC Herts, EAL tutors and other professionals as required. St Mary's staff also have direct access to the onsite Allsorts Children's Centre and their family support workers who support parents/carers and families. St Mary's offers Place2Be, a specialist counselling service that is available for students to self refer or to be referred for support. Older students may be referred to a counselling or mentoring service.

7. What training have the staff, supporting children and young people with SEND, had or are having?

The Director of Inclusion (SENCO) has additional specialist teacher qualifications in specific learning difficulties, autism and Teenyoga. Other staff have additional training in areas such as ASD, speech and language, behaviour management, additional literacy and numeracy, counselling and visual impairment. There is an ongoing Continuing Professional Activities programme in place for all staff. Staff appraisal identifies any gaps in training and supports staff to access relevant professional development.

8. How will you help me to support my child's learning?

St. Mary's provides an annual written report as well as three progress data reports throughout the school year and there are termly PRD meetings or parent/carers consultation events. These provide information about how well a child is doing. Parents/ carers of students on the Additional Needs Register are informed at the first PRD in the autumn term and will receive communication from the school when any additional provision is put in place. There are also opportunities to access further discussions with school staff if parents/carers feel this would be helpful.

All students have opportunities for extended learning and all extended learning is placed on Show My Homework which can be accessed by students and parents/carers from home. Students can access help with extended learning (homework) in the Learning Resource Centre every morning before and after school (until 5pm), when staff will be available to help them. KS4 students can access the Study Café each day in the Dining Room until 5pm when staff are available for support and resources such as laptops and the Internet can be accessed.

Communication with parents/carers about extended learning (homework) is via Show My Homework online system for which all parents/carers have a log in/password. There are opportunities for parents/carers to attend workshops and information evenings to support learning and student well-being at various points throughout the school year.

Family Support Workers run parenting support activities in the Allsorts Children's Centre. More detail can be found by contacting 01992 633761.

9. How will my child be included in activities outside the classroom including school trips?

All students have the opportunity to access activities in school and off site trips. Parents/ carers of students with SEND may be involved in supporting staff with planning to ensure students can participate in activities safely. (Also see Pupil Premium information on the school website).

Parents/carers are expected to support participation in offsite trips, enrichment and extracurricular activities so that all students, including those with SEN, take advantage of opportunities that support their learning.

10. How accessible is the school environment?

St. Mary's school site is fully accessible for wheelchair users and has toilets and changing rooms adapted for those with disabilities. Some classrooms have hearing loops and adjustments have been made to accommodate visually impaired students. The school employs translators when necessary. School policies adhere to the following legislation: Equality Act 2010, SEND Code of Practice 2014, Children and Families Act 2014.

Parents/carers of students who require wheelchair access or significant levels of support are asked to contact the School at the earliest opportunity to discuss how their needs might be met when considering a place at St Mary's.

11. Who can I contact for further information?

For general enquires parents/ carers should contact their child's form tutor or Student Manager. If the enquiry is about a particular subject, then contact should be made with the subject teacher. For enquires regarding additional needs or SEND the school SENCo is Sarah Vickers. Parents/ carers can access general information from the school website www.st-maryshigh.herts.sch.uk

12. How will the school prepare and support my child to join the school, transfer to a new school or the next stage of education and life?

St. Mary's has a robust transition programme with all students attending two secondary transition days on site. The Moving Up Club, for students with a high level of need, provides additional support for the transition into secondary school, for both students and their parents/carers.

All students moving on from St. Mary's are supported by Herts YC (formerly Youth Connexions). Inclusion staff support students with SEND and this may involve interview practice, help with completing application forms and support with college visits and interviews. The SENCO liaises with Post 16/Post 18 providers to ensure adequate support is in place for transition. Any student with SEN transferring to or from St Mary's will be supported through their transition by the Inclusion Team.

13. How are the school's resources allocated and matched to children's special education needs?

The School uses its designated Special Educational Needs Funding (ENF) to meet the needs of students, including those that are specified in funding documents. The school uses provision mapping to track and cost additional provisions. A large proportion of funding is used for staff to support students with SEN. This includes the SENCO and a team of Learning Support Assistants and Aspire Mentors. Funding is also

used to purchase special resources to support students with specific needs.

14. How is the decision made about how much support my child will receive?

Parents/ carers and school staff work together to ensure appropriate support is in place so that all students make progress, feel safe and are successful learners.

15. How can I find information about the local authority's Local Offer of services and provision for children and young people with special educational needs and disability?

Parents/ carers can access this information at www.hertsdirect.org/localoffer.

December 2017