



**Eversley Primary School**

## **SEND Information Report**



**How we support children with special educational needs and/or disabilities (SEND) at Eversley Primary School**

### **Our vision and how we hope to achieve it**

*Enjoy, Persevere, Succeed*

At Eversley Primary School we want all children to *enjoy* school and have a love of learning. We encourage them to *persevere*, to have self-belief and the determination to *succeed* in all they do in order to be the best that they can be.

We are committed to providing a high quality education for all children, including those with special educational needs. We welcome children and parents of children with special educational needs and are an inclusive school that seeks to raise achievement and remove barriers to learning so that our children can achieve their full potential. We recognise that each child is a unique individual and we aim to provide support in a sensitive and caring manner.

Eversley Primary School is an inclusive school and is a Flagship school for the Inclusion Quality Mark. We are fully committed to meeting the needs of those pupils with SEN and/or Disabilities so far as is reasonably practicable and compatible with the provision of the efficient education of other pupils. In meeting these responsibilities, Eversley Primary School has due regard to the SEN Code of Practice 2014 and the Disability Discrimination Act 2001.

### **What type of school is Eversley?**

Eversley Primary School is a mainstream primary school. We are a three form entry from Reception to Year 6.

### **What age children does the school admit?**

Starting from Foundation Stage (Reception) where the children begin at the age of 4 and become 5 in that academic year, pupils move through the school each year and leave at the end of Year 6 (age 11).

### **What is Eversley's current Ofsted rating?**

Eversley Primary School's last Ofsted Inspection took place in January 2015 and the school was graded Outstanding in all areas.

[School Inspection Report January 2015.pdf](#)

## **How does Eversley ensure that children who need extra help are identified early?**

Prior to starting Reception at Eversley, children and parents/carers are invited to three pre-school sessions in July when parents/carers and children meet the teachers and teaching assistants. SEND pupils identified prior to starting at Eversley may receive a home or pre-school visit from the SENCO, Ms Hannah Minsky with the Early Years Phase Leader, Mrs Towli. All children are visited at home by their class teachers and teaching assistant prior to starting school. These visits provide an opportunity to discuss any concerns you may have about your child. Pre-schools are encouraged to hold a transition meeting for children entering the school at Early Years SEND Support. The school has close links with all local playgroups and nurseries and will endeavour to make links with pre-schools further from the school if necessary.

Starting from the home visits by the Early Years Foundation Stage (Reception) staff, the identification process begins. We aim to identify children with a special educational need or disability as early as possible. Children entering our reception classes are screened by their class teachers through baseline assessment.

Consistent and continuous measurable assessment takes place across the school from which we track and identify children who are not making expected progress or for whom we have a concern. Regular Pupil Progress meetings are held with teachers, teaching assistants and members of the Senior Leadership team to review progress of all children; any children who are underachieving are identified and ways of getting them back on track are discussed. The school will carry out further investigations, which may involve observations or specific assessments. Following discussion and agreement with parents, interventions/support programmes are then implemented and monitored to ensure that the child meets the targets to address any area of difficulty.

At Eversley, we have developed a whole school approach to SEND. This involves working closely with parents. Sometimes, the first signs of difficulty are picked up through conversations at home so parents are always welcome to raise concerns about a child with their child's class teacher, SENCO (KS1) or Inclusion Manager (KS2) at any time. This does not only apply to Reception parents, but parents of children in any year.

Information leading to the identification of children's SEND may come from a number of sources. These include:

- Pre-school - liaison with pre-schools or nurseries, pre-school support from external agencies, information provided by parents/carers and pre-school transition meetings
- In school - staff observations, Foundation Stage Profile, assessments, reports from external agencies, reports from previous schools, standardised screening and assessment tools

Staff and parents can raise concerns about a child with the SENCO if their child is in Reception or Key Stage 1 (Year 1 and 2) or the Inclusion Manager if their child is in Key Stage 2 (Years 3 – 6) at any time. Based on the school's observations, tracking of assessment data, progress after interventions and a discussion between the class

teacher and Inclusion Manager/ SENCO it will be decided what type of support will be required to support the child. This may include:

- Quality first teaching strategies and resources for support in class
- Differentiated curriculum support strategies for SEND in class
- Access to additional interventions for SEND
- Direct work with outside agencies

Parents are consulted and will be informed of the provision in place as well as ways in which they can support at home.

### **What kinds of special educational need does Eversley make provision for?**

As an inclusive school we endeavour to make provision for children with a range of SEND. We have experience of making provision for pupils with complex medical needs, autistic spectrum disorder, global developmental delay, moderate learning difficulties, speech and language needs, sensory impairments (visual and hearing) and motor skill difficulties.

### **How can a parent raise any concerns they have about their child?**

If a parent is concerned about their child's abilities, they should speak to their child's class teacher in the first instance as they are responsible for the progress and development of the children in their class. Class teachers are available at the end of each day to discuss concerns. A meeting with the Inclusion Manager/SENCO can be arranged via the class teacher at any time.

A parent can contact the SEND team by telephone or by e-mailing the school office (please see contact details on the school website).

A parent can contact the school through a family friend or professional translator if they feel more comfortable using a language other than English.

If you are a parent of a child that is still at pre-school/nursery, talk to the staff there that can help you look at any issues and make links with Eversley to help prepare for their Reception year. Prospective parents should contact the SENCO by telephone to arrange an appointment.

For further information about SEND at Eversley Primary School, contact Mrs Shirley Gonzalez (Inclusion Manager) or Ms Hannah Minsky (SENCO) via the school office.

## **What are the different staff roles?**

The SEND team, which offers support throughout the school, consists of the Inclusion Manager, SENCO and a part-time SEN Teaching Assistant/Administrator. The SENCO focusses on Early Years (Reception) and KS1 (Years 1 and 2) and the Inclusion Manager focusses on KS2 (Years 3 – 6). Teaching Assistants (TAs) supports the class teacher across the year groups. Learning Support Assistants (LSAs) support pupils with SEND on a 1:1 and/or small group basis in the classroom.

## **What does Eversley do to help children with SEND?**

Eversley Primary School has an ethos which promotes inclusion. There are children with SEND in every class, therefore all teachers are teachers of children with SEND and all staff play a vital role in ensuring the full integration of pupils with SEND. The school ensures access to a broad and balanced curriculum (including the Foundation Stage and National Curriculum) in the following ways:

- Staff have an awareness of different teaching and learning styles.
- Staff use a variety of teaching strategies including different levels of differentiation to access classroom learning and a parallel curriculum for individual pupils where required.
- Flexible employment of support staff e.g. individual support, group support, in class support and withdrawal intervention programmes.
- Variations in expectations of achievement for individual children.
- Classrooms are dyslexia friendly and autistic spectrum disorder friendly e.g. the use of visual timetables and coloured overlays where necessary.
- The school takes all reasonable steps to modify/adapt the learning environment (including educational visits) to meet the individual needs of the children.

Teachers plan lessons according to the specific needs of the children in their class and ensure that tasks are adjusted to best facilitate learning; this may be through differentiation, small group work or through 1:1 support. Teachers use different grouping methods and activities carefully matched to pupils' abilities and marking always supports the next steps in learning. Learning opportunities are differentiated to support the needs of the class, including those pupils with SEND and those pupils who are more able. Lesson plans are adjusted to enable curriculum access and independence through assessment for learning. Some pupils are supported by teaching assistants and learning support assistants, either in the classroom or outside. We encourage all pupils to work independently through the use of resources suited to their different learning styles. Where a pupil has significantly greater needs,

a personalised approach is used which entails greater differentiation. The Inclusion Manager/ SENCO will work closely with class teachers to support this.

### **What additional support is available for pupils with SEND?**

The school provides various interventions/support to meet the individual needs of the children. These are outlined in a provision map which provides a clear picture of the support and interventions that the school provides. Those children who require higher levels of support have additional access to support staff and may have an individual support plan (ISP).

At Eversley, we have a number of intervention programmes. These include:

- Target reading - Years 1 to 6
- Target spelling - Years 2 to 6
- Top Tips (maths intervention) - Years 1 to 6
- Social skills – as appropriate to the needs of individual children
- Sounds Linkage - as appropriate to the needs of individual children
- Memory Magic - as appropriate to the needs of individual children
- Tom's Team (a language and social skills group) - Reception and Year 1
- Phonics and Maths groups - Reception
- Speech and language groups that vary over time dependent on the individual and cohort needs - Reception to Year 6
- Secondary transition group - Year 6

The impact of these intervention programmes is monitored through assessments that are relevant to the intervention programme. Where intervention programmes take place, assessments are always made before and after, in order to measure the impact.

### **What support does Eversley offer for children's health and general wellbeing?**

Eversley Primary School is a Values school and the children are taught about values throughout the school day. The school's values help the children with their behaviour and their relationships within school and at home.

Every year group has Teaching Assistants who are first aid trained. The Teaching Assistants are also available to provide pastoral support to pupils. There is a Welfare Assistant available in the infant and junior building each day. The Welfare Assistants manage the administration of medicines and may support with personal care if required.

A Care Plan is written for pupils where medical needs are significant. This is shared on a need-to-know basis. Dietary needs are also taken into consideration. Support is in place for developing social skills at playtimes (e.g. buddies/ sports/ quiet club at lunch time) and other school clubs to choose from.

The school has a Learning Mentor who supports pupils with emotional and behavioural needs. For pupils with behavioural difficulties, we work in close partnership with parents to draw up behaviour support plans. With parental permission, we may refer pupils to the primary Behaviour Support Service and/or the Child and Adolescent Mental Health Service, if required. Advice from outside agencies is followed closely in order to avoid exclusions. Pupils who are at risk of exclusion have a pastoral support plan which is drawn up in a multi-agency meeting and regular team around the family reviews are held.

The school has an Attendance Officer who monitors pupils' attendance and raises concerns with the Senior Leadership Team about persistent absences and/or punctuality. These are followed up by a letter to parents and close monitoring for improvement. The school has access to the Education Welfare Service for concerns about attendance.

Children are encouraged to contribute their views. This can be done through the School Council representative in each class.

### **What specialist external services does Eversley access when extra support is needed?**

The school has access to the following services from the Local Authority:

- Educational Psychology Service – statutory work only
- Speech and Language Therapist – statutory work only
- Behaviour Support Service (BSS)- now known as SWERRL
- Child Development Team (CDT) – for pupils up to age 6
- Child and Adolescent Mental Health Service (CAMHS)
- Education Welfare Officer (EWO) for attendance and punctuality concerns – half termly visits
- Social Services
- School Nurse
- Early Years Social Inclusion (EYSI)
- Occupational Therapy Service (OT)
- Physiotherapy Service
- Local Authority SEN advisory service
- Russet House (Autistic Spectrum Disorder) outreach service
- West Lea outreach service
- Oaktree School outreach service
- Joseph Clarke service for Visually Impaired pupils
- Blanche Neville service for Hearing Impaired pupils

Please note that for your child to be seen by one of these services, a referral must be made. The decision to make a referral to an external agency is made by the Inclusion Manager/ SENCO, in consultation with parents and key members of staff.

## **What training have the staff supporting children with SEND had?**

Training on SEND is delivered to whole staff as required and staff can request training that is relevant to their needs of pupils in their class at any time. The school buy in to the Local Authority (LA) school improvement service training package for SEND.

In-Service Training (INSET) for teaching staff is delivered every week, as well as five days of INSET planned throughout the year. As the School Improvement Plan is rolled out, policies are reviewed and new training is delivered for Continued Professional Development, including matters for inclusion. Teachers and assistants are given opportunities and access to training provided by the Local Authority (LA), in line with the School Improvement Plan.

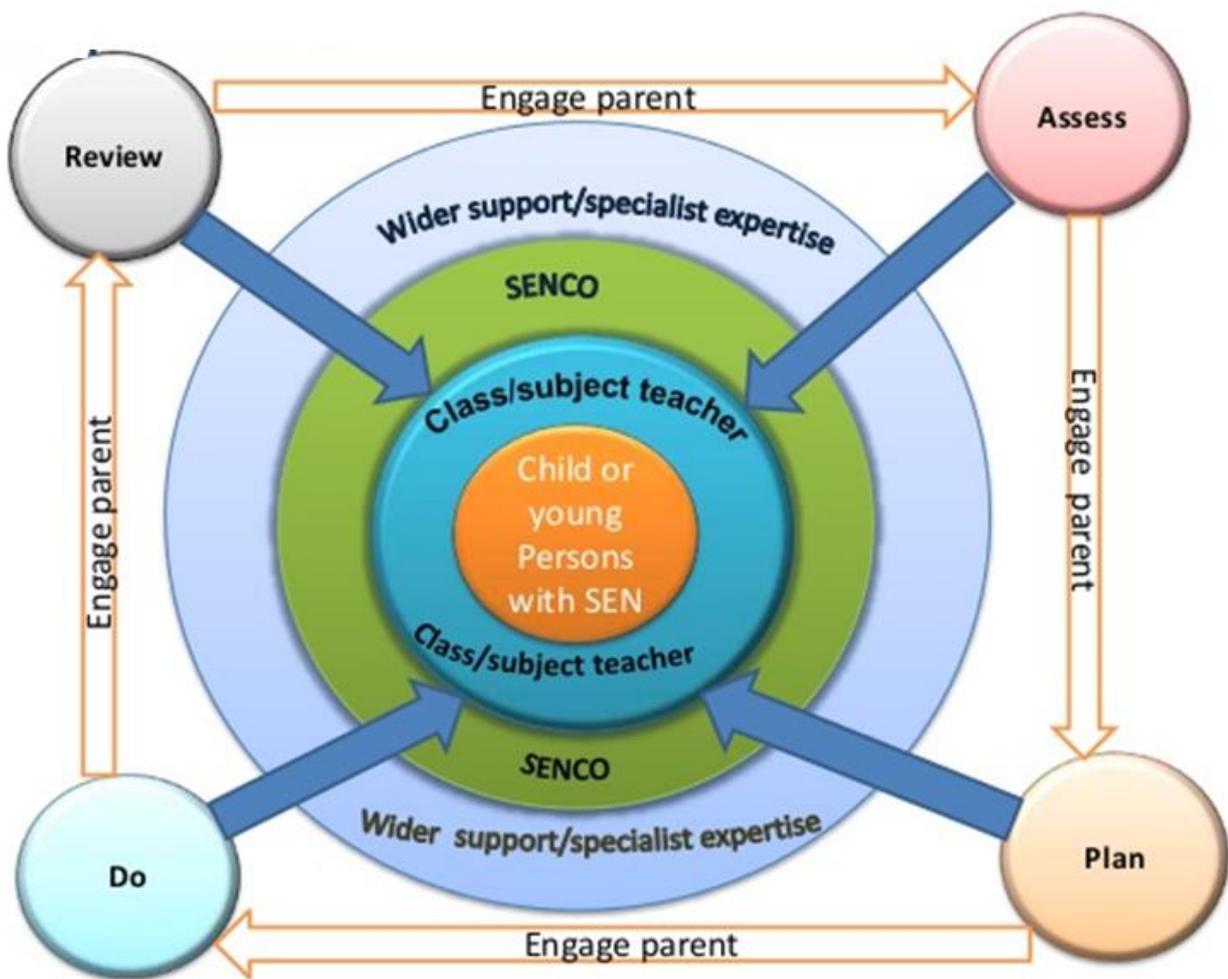
Individual members of staff have attended training in the following areas:

- Visual impairment in the classroom and how to support
- Hearing impairment in the classroom and how to support
- Autistic Spectrum Disorder and strategies to support in the classroom
- Approach Training (physical intervention)
- Positive behaviour management
- Dyslexia
- Practical strategies for learners with learning difficulties in Maths
- Attachment needs
- Makaton
- Colourful Semantics and its use in the classroom to support pupils with speech and language difficulties
- Identifying speech and language difficulties in the classroom and how to support pupils with these difficulties
- Changes in SEND and differentiation

## **How do the staff at Eversley know how effective its arrangements for children with SEND are?**

At Eversley, we follow a cycle of **Assess → Plan → Do → Review** when supporting children with SEND or if we suspect a child may need extra support. This means that we carefully arrange provisions to support your child's progress and frequently review these. As the diagram below shows, this is a collaboration between the child, parents/carers, the school and any specialist external support that may be needed.

Progress is measured by how much the child improved from their starting point and also by comparison with age-related expectations. ScholarPack, the school's data-tracking system used by teachers, allows them to monitor pupil performance. It is important for staff and parents to recognise the progress the children make from their personal starting points and previous year markers.



**What arrangements are there for consulting and involving parents of children with SEND?**

Parents/carers are actively encouraged to be partners in their child’s education, working with the class teacher to solve any problems and to plan targeted support and teaching strategies. This will take place through informal discussions, telephone conversations, home/school book, individual support plan (ISP) meetings\*, SEN review meetings, parent consultation meetings and annual written reports.

\* If your child is on the SEND register, you will be invited to an ISP review meeting with your child’s class teacher once a term.

Parents have a consultation meeting with their child’s class teacher three times a year. In addition, parents can request to meet the Inclusion Manager/SENCO at any time. At these meetings, the child’s attainment and progress will be discussed as well as any additional support being put in place for them.

The following meetings are held for parents each year to explain what the interventions entail and how parents can support at home:

Reception – Language and Social Skills (Tom’s Team) for parents of children having the intervention

Reception – Curriculum Evening for all parents

Year 1 – Target Reading for parents of children having the intervention

Year 2 – Target Spelling for parents of children having the intervention

The school holds regular curriculum workshops for parents to keep them involved and provide ideas about how they can support their child at home.

We also run coffee mornings for parents of children diagnosed with Autism, as a way of giving additional support.

### **What is an EHCP?**

EHCP (Education Health and Care Plan) has replaced the Statement of Special Educational Needs (SEN) and the Learning Difficulties Assessment (LDA).

An EHCP is written in partnership with you and your child. It describes the additional specialist support your child requires in order to meet their outcomes. The EHCP will assess and consider your child's education, health and care needs. Before the EHCP is written, professionals will involve you in assessing your child's needs.

If we think your child should be assessed for an EHCP we will contact you to discuss the process in more detail. For more information on EHCPs, see the Enfield Local Offer.

[Enfield Local Offer.pdf](#)

### **What happens if my child has an EHCP?**

Your child will have identified needs and an EHCP in place. We will be constantly reviewing your child’s progress as per the assess-plan-do-review cycle aforementioned. They will have an LSA (learning support assistant) who works with them for a set number of hours a day and parents are welcome to speak to them before or after school.

In addition to the ISP update meetings, students will have an Annual Review of their progress and needs. This comes in the form of written reports from class teachers and LSAs in advance of a specially arranged face to face meeting between parents, staff, other professionals working with your child and where appropriate your child too. During this meeting, everyone has the chance to express their views about the progress being made and the provision they are receiving at school.

### **What are the arrangements for consulting children with SEND about, and involving them, in their education?**

All children, regardless of SEND, are aware of the next steps in their learning. Children with SEND have additional targets/goals that are shared, discussed and worked upon with all members of staff who are providing their additional support. The system puts the views, interests and aspirations of the child (and parents) at the centre of discussions regarding support.

### **How does the school decide what resources are given to a child with SEND?**

At Eversley Primary School, the budget for SEND is largely spent on resources for interventions e.g. books for the Target Reading programme, motor skills equipment, staff for interventions etc.

The Inclusion Manager/SENCO, in consultation with the class teacher, decides what type of support and how much of it is required. These decisions are based on the child's needs, staff resources and providing a balance between withdrawal support and in class learning.

Parents are informed of the interventions their child has access to and additional support that is in place on their child's individual support plan. The impact of these interventions is monitored through regular assessments and the individual support plan is reviewed termly.

Pupils who have an EHCP, will also have an annual review to review the objectives and provision outlined in their EHCP.

### **What are the arrangements for parents of children with SEND who has a concern about the provision?**

Parents who have a concern about the provision for their child are encouraged, initially, to speak to the class teacher. The SENCO/Inclusion Manager will provide additional support. If the concern is on-going an appointment can be made to see the Head Teacher or Deputy Head Teacher. If the issue cannot be resolved at this level the parent would be directed to the school's complaints procedure.

### **How does the school include children in activities and educational visits?**

Children with SEND have access to all activities and educational visits. For some children, additional support and/or alternative travel arrangements may be required e.g. an additional member of staff or parent present. An individual risk assessment may be carried out if required. School staff will discuss arrangements with parents of

children with SEND for activities and educational visits if alternative arrangements are to be put in place. Access arrangements are made and preparation begins well in advance for some pupils. This might include the use of visual support and social stories, so that there are no surprises on the day. Classes or groups travel with appropriate staff/pupil ratios, including parents/carers where necessary. The Inclusion Manager/ SENCO may also be consulted for advice on supporting children with SEND to have access to activities or educational visits.

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

The school building is wheelchair accessible, except for the following areas in the KS2 building:

- Ladies toilets in the KS2 building
- Deputy Headteacher's office and Assistant Headteachers' office
- Inclusion Manager's office and conservatory
- Group room

The following modifications are in place for pupils with visual impairments:

- Glass windows on the KS1 outside doors have dots on them
- Steps all have lines to highlight the edges

The new classrooms in each building have a sound field system for pupils with hearing impairments.

There is a lift in the KS2 building.

There are disabled toilets and shower facilities in both buildings.

Pupils have access to SEND equipment e.g. Move n Sit cushions, writing slope boards, shaped pens/pencils as required.

### **How are children prepared for joining and leaving Eversley?**

Transition is very important for pupils with SEND. Where a pupil with SEND is joining the school, the Inclusion Manager/ SENCO will try to visit the pupil in their current setting (pre-school or primary school) and if possible at home.

Transition visits to the school are encouraged and will be arranged with parents and the school or pre-school. Some pupils who require visual support will be given a transition book with photos of relevant people and of places in the school that they will spend time in. There is a phased system for starting school, with the youngest children starting first. With regards to casual admissions during the year, the children are given a tour of the school with their parents and an opportunity to meet their new class and class teacher.

At the end of the summer term teachers are given hand-over time to discuss their new class with the current class teacher; a class file is maintained to aid the transition process. There is a meet-the-teacher session at the end of the summer term when the children spend time with their new class teacher in their new classroom.

When pupils with SEND leave the school, the Inclusion Manager will arrange a transition meeting with the new school in order to hand over any relevant assessments and information. This meeting may include parents, depending on the needs of the child. Pupils in Year 6 with SEND will take part in six sessions as part of a secondary transition group in order to prepare them for issues that may arise at secondary school (e.g. decision making, working with a weekly timetable, organising belongings, dealing with bullying).

Our pupils with SEND transition to both mainstream and special schools depending on their needs and the wishes of their parents. Occasionally pupils with SEND leave the school before they reach Year 6; this is usually to go to a school that is more suited to meet their SEND. In such cases, the Inclusion Manager/SENCO would liaise with the parents and external agencies to support with finding the most appropriate onward placement. The arrangements for transition would be as for those who leave at the end of primary school.

### **What are the contact details of support services of pupils with SEND?**

- Enfield Local Authority – Local Offer [www.enfield.gov.uk/SEND](http://www.enfield.gov.uk/SEND)
- Enfield Parent Partnership Service – free, independent, confidential and impartial advice and support to parents/carers.  
Tel: 0208 373 2700; email; [enquiries@enfieldparents.org.uk](mailto:enquiries@enfieldparents.org.uk)
- Our Voice – a parent led organisation seeking to improve services for children with disabilities in Enfield.  
Tel: 07516 662 315; email; [info@ourvoiceenfield.org.uk](mailto:info@ourvoiceenfield.org.uk)
- Community Parent Support Service – available to all families living in Enfield. Works with parents of children aged 0-18 years dealing with concerns and issues before they become a problem.  
Tel: 020 8372 1500

**Our offer to children with special educational needs and/or disabilities was prepared in coproduction with parents. It was most recently updated in September 2019.**