



**SEN Report 2017/18**

**St Philip (Westbrook) C E (Aided) Primary School**

<b>Physical Address</b>	Westbrook Centre, Westbrook
<b>Town</b>	Warrington
<b>District or Borough</b>	Cheshire
<b>Postcode</b>	WA5 8UE

<b>Contact Person(s)</b>	Mrs J Wightman (Headteacher) Miss K Ashton (SENDCo) Mrs E Lydon (SENDCo)
<b>Telephone Number</b>	01925 445391
<b>Email Address</b>	<a href="mailto:StPhilips_office@warrington.gov.uk">StPhilips_office@warrington.gov.uk</a>
<b>Website Address</b>	<a href="http://www.stphilipwestbrook.co.uk">www.stphilipwestbrook.co.uk</a>
<b>Twitter Address</b>	@StPhilipCEAP

**Brief overview of our service**

St. Philip (Westbrook) C.E. Aided Primary School is an inclusive school which believes in supporting all children to be the best that they can be. Our aim is to create a community based on Christian values where all children can learn and develop. Our Christian values underpin our teaching and learning and our Behaviour Policy. We recognise the importance of emotional, physical and spiritual development; our Mission Statement is 'Together we aim high and with God's love we can fly'. All children are expected to flourish in their potential as a child of God.

**The following details will help users of our website to find our information quickly and easily.**

**Type of education setting**

Preschool aged 0-2		Secondary school	
Preschool aged 2-3		Nursery school	
Preschool aged 3-5		Secondary with 6 <sup>th</sup> form	
Infant school		Post 16 provision (colleges)	
Primary school	✓	Special school 2-19 years	
Junior school		Higher Education (Universities)	

**Best description of our setting?**

Mainstream	✓	Special	
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Resourced Provision		Academy	
Community school		Foundation	
Free school		Alternative provision	
Faith school	✓	Residential 38/44 weeks	
Early years SEN provision		Residential 48/52 weeks	
Hospital school		Independent	
Opportunity school		SEN Hub	
Childminder		School nursery	
Day nursery		Preschool playgroup	

### What communication methods do we offer?

Signs and symbols		PECS Picture Exchange Communication System	✓
British Sign Language		Braille	
AAC Augmentative and Alternative Communication		Sign supported English	
Makaton	✓		

### What facilities does our education setting have?

Hydrotherapy pool		Sensory room or area	
Wheelchair access		Accessible changing area	
Accessible toilets	✓	Low stimulus environment	
Secure environment		Soft play facility	
Sensory adaptations (such as colour scheme)		Physical adaptations (such as hand rails)	
Accessible parking			
Any further comments regarding these statements:			
<ul style="list-style-type: none"> <li>There is one accessible toilet.</li> </ul>			

### Available on site

Needs led school nurse		Needs led SALT (speech and language therapy)	✓
Needs led OT (Occupational Therapy)		Needs led physiotherapy	

## Answers to Parent and Carer Questions

### 1) How does our school know if children need extra help?

We know when a pupil needs help if:

- Concerns are raised by parents/carers, previous settings or school, external agencies, teachers, or the pupil themselves, regarding concerns related to inadequate levels of progress or inclusion.
- Screening, such as that completed on entry or as a result of a concern being raised, indicating a gap in knowledge or skills.
- Whole school tracking indicates a lack of expected rate of progress.
- Observation of the pupil indicates that they have additional needs.
- Staff will follow the St Philip's Pathway to early SEND identification.

### 2) What should I do if I think my child may have special educational needs?

- If parents have concerns relating to their child's learning or inclusion then please initially discuss these with your child's class teacher, this may then result in referral to the school SENDCo whose names are Emily Lydon and Katie Ashton, whose contact details are 445391. If your child has not yet started at St Philip's please contact the SENDCo.
- All parents will be listened to. Their views and their aspirations for their child will be central to the assessment and provision that is provided by the school.

### 3) How will St Philip's staff support my child?

- All pupils will be provided with high quality teaching that is differentiated to meet the needs of all learners.
- The quality of classroom teaching provided to pupils with SEND is monitored through a number of processes that include:
  1. Classroom observation by the senior leadership team, the SENDCo, external verifiers.
  2. Ongoing assessment of pupils made by pupils with SEND.
  3. Work sampling and scrutiny of planning to ensure effective matching of pupil work to need.
  4. Teacher meetings with the SENDCo to provide advice and guidance on meeting the needs of pupils with SEND.
  5. Pupil and parent feedback on the quality and effectiveness of interventions provided.
  6. Attendance and behaviour records.
- We have an experienced SENDCo who will work with your child's teacher and/or teaching assistant to develop a plan to support your child's identified needs.
- Where deemed necessary and appropriate, your child will be referred to outside agencies such as an Educational Psychologist, the Local Authority Inclusion Team or Speech and Language Therapy services. The process will be explained to you by your child's class teacher with the SENDCo.
- Pupils with a disability will be provided with reasonable adjustments (such as auxiliary aids and services) to overcome any disadvantage experienced in school and increase their access to the taught curriculum.
- All pupils have individual targets set in line with national outcomes; pupils are informed of these via their child's class teacher.
- Pupils' attainment is tracked using the whole school tracking system and those failing to make expected levels of progress are identified quickly. These pupils are discussed in termly progress meetings that are undertaken between the class teacher and a member of the senior leadership team.
- Additional action to increase the rate of progress will then be identified and implemented. A review of the impact of the differentiated teaching and/or additional strategies to further support the success of the pupil, will be undertaken.
- Where it is decided during this early discussion that Special Education provision is required to support increased rates, parents will be informed that the school considers their child may require Special Educational Needs (SEN) support and their partnership sought in order to improve attainment and progress.

- Action relating to SEN support will follow an assess, plan, do, and review model:
1. **Assess:** pupil on the data held by the school will be collated by the class teacher/SENDCo in order to make an accurate assessment of the pupil's needs. Parents will always be invited to this early discussion to support the early identification of action to improve outcomes.
  2. **Plan:** if review of the action taken indicates that 'additional to, and different from' support will be required, then the views of all involved including the parents and the pupil will be obtained and appropriate evidence-based interventions identified, recorded and implemented by the class teacher with advice from the SENDCo.
  3. **Do:** SEN support will be recorded on a plan that will identify a clear set of expected outcomes which will include academic and development targets that take into account parent's aspirations for their child. Parents and the pupil will also be consulted on the action they can take to support attainment of the desired outcomes. This will be recorded and a date made for reviewing progress against the targets set.
  4. **Review:** progress towards these outcomes will be tracked and reviewed termly with the parents and the pupil.
- If progress rates are judged to be inadequate despite the delivery of high quality interventions, advice will always be sought from external agencies regarding strategies to best meet the specific needs of the a pupil. This will only be undertaken after parent permission has been obtained and may include referral to:
    1. Local Authority Support Services
    2. Specialists in other schools e.g. teaching schools, special schools
    3. Social Services
    4. Health partners such as School Nurse and Child & Adolescent Mental Health Services
    5. NB For a very small number of pupils, whose needs are significant and complex and the SEN Support required to meet their needs cannot be reasonably be provided from within the school's own resources, a request will be made to the local authority to conduct an assessment of education, health and care needs. This may result in an Educational Health and Care (EHC) plan being provided

#### 4) How will the curriculum be matched to my child / young person's needs?

- Teachers plan using pupils' achievement levels, differentiating tasks to ensure progress for every pupils in the classroom.
- When a pupil has been identified as having SEN, the curriculum and the learning environment will be further adapted by the class teacher to reduce barriers to learning and enable them to access the curriculum more easily.
- These adaptations may include strategies suggested by the SENDCo and/or external specialists.
- In addition, if it is considered appropriate, pupils may be provided with specialised equipment or resources such as IT and/or additional adult help. All actions taken by the class teacher will be recorded and shared with parents.
- Work may be differentiated by outcome, pace of completion, support offered or by breaking it down into smaller chunks.
- Pre and post learning opportunities may be offered if appropriate.

#### 5) How will both you and I know how my child is doing and how will you help me to support my child's learning?

- Through regular discussions with the class teacher and teaching assistant who are available at the end of the day.
- Attainment towards the identified outcomes will be shared with parents termly through feedback regarding SEN support reviews and at parent meetings.
- Parents may also find the home school diary a useful tool to communicate with school staff on a more regular basis.
- Parents are encouraged to arrange an appointment to discuss their child's progress with the class teacher, the SENDCo, a member of the senior leadership team at any time when they feel concerned or have information they feel they would like to share that could impact on their child's success.
- Please contact the school office who will arrange this appointment for you. The contact number is

01925 445391.

- Progress of children with SEN is reviewed more frequently and ways in which parents/carers can support children at home will be discussed.
- Children with an EHC plan have a formal annual review, this can be brought forward if necessary.
- Recommendations received from an external agency are discussed with parents and pupils.
- If an external agency is coming into school to assess your child, provision will be made for you to meet with them and discuss your child.

## **6) What support will there be for my child's overall emotional health and wellbeing?**

- St. Philip's has a positive behaviour policy based on the Christian values which encourages children to seek the best from themselves and encourage others.
- Some children may be mentored on an individual basis if this is seen as contributing to their emotional and/or behavioural well-being.
- If a child has a medical need school will liaise with the School Health Advisor to ensure that staff are well-informed regarding the child's needs.
- The class teacher or SENDCo may also suggest additional ways of supporting your child's learning.
- If we feel, after discussion with parents, that a pupil required further expert support we refer to external agencies for counselling and support. We have previously commissioned the work of behaviour therapist, bereavement counselling etc.
- The school offers a wide variety of pastoral support for pupils. This includes:
- An evaluated Personal, Social, Health and Economic curriculum that aims to provide pupils with the knowledge, understanding and skills they need to enhance their emotional, social knowledge and wellbeing.
- Pupil and parent voice questionnaires are in place and are monitored by senior leaders.
- Small group evidence-led interventions to support pupils' well-being are delivered to targeted pupils and groups. These aim to support improved interaction skills, emotional resilience and well-being.
- Pupils who find outside class times difficult are provided with alternative small group opportunities within the school and action is taken to develop their social interaction skills.

## **7) What specialist services and expertise are available at, or accessed by St Philip's?**

We are supported by a range of professionals from whom we can access support as appropriate:

- Educational Psychologist
- Speech and Language Therapists
- Behaviour Therapist
- Orthoptists
- School Health Nurse
- Vision and Hearing Specialist Teachers
- Occupational Therapist
- Parent Partnership
- Early Help Team
- CAMHS
- Social Services
- NSPCC
- Other charities
- Additional specialist services may be consulted if deemed necessary.

## **8) What training are the staff supporting children with SEND had or are having?**

- The school SENDCo attends regular training and updating sessions led by the Local Authority. Information regarding local and national provision for children with SEND and is shared as appropriate through whole staff or individual inset.
- Senior leader has been awarded an MEd in SEN and is an accredited dyslexia teacher.
- Class teacher is undertaking an MEd in SEN.

- Variety of Speech and Language Therapy training undertaken by a number of teaching and support staff across the school.
- Individual training for 1-1 staff in supporting pupils on the autistic spectrum.
- Individual teacher and Teaching Assistants have received training in how to support pupils with behavioural difficulties.
- All teaching staff have received training in a multi-sensory approach to phonics and spelling.

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

- Risk assessments are carried out and procedures are put in place to enable all children to participate in all school activities.
- The school has sufficient staff expertise to ensure that no child with SEND is excluded from any school provided activity.
- School works closely with parents/carers to ensure that barriers to participation are removed.

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

- The recently refurbished and extended school building is accessible by wheelchair and there is one disabled toilet that has been adapted to ensure accessibility for pupils, staff or visitors with a disability.
- There has been a lift installed to enable access to a part of the school with steps.
- A medical room has been provided in order to ensure a safe place for insulin testing/injections.
- The school car park has a designated disabled parking bay.
- Further adjustments are made according to need, for example children with a visual or hearing disability.
- Improvements are continually being made in line with our current accessibility plan.

### **11) How will St Philip's prepare and support my child to join the school or the next stage of education and life?**

A number of strategies are in place to enable effective pupil transition:

#### **On Entry to Reception:**

- A planned introduction programme is delivered in the Summer term to support transfer for pupils starting school in September.
- Parent/carers are invited to a meeting at the school and are provided with a range of information to support them in enabling their child to settle into the school routine.
- The pupils and parents are invited to spend time together in the new classroom environment in the Summer term.
- The pupils are invited to spend time in their new class in the Summer term.
- The SENDCo meets with all new parents of pupils who are known to have SEND or allow concerns to be raised and solutions to any perceived challenges to be identified prior to entry.
- School liaises with pre-school settings and parents/carers before children start school.

#### **On Entry to any Year Group:**

- The previous school records will be requested immediately and a meeting with parents to identify and reduce any concerns.
- Transition days in the Summer term take place for all classes to meet new staff.

#### **Transition to the Next School:**

- The transition programme in place for pupils provides a number of opportunities for pupils and parents to meet staff in the new school.
- Children moving between year groups and/or Key Stages are supported through visits and/or Transition Booklets.
- St. Philip's works closely with our local high school and other educational settings to ensure smooth transition for all children.
- Meetings are held between staff and parents/carers where appropriate to share knowledge, data, progress and any other relevant information so that a complete picture of each child is shared.
- The annual review in Year 5 for pupils with an EHC plan begins the process where parents are supported to make decisions regarding secondary school choice.

- Parents will be encouraged to consider options for the next phase of education and the school will involve outside agencies, as appropriate, to ensure information provided is comprehensive.
- Accompanied visits to other providers may be arranged as appropriate.
- For pupils transferring to local schools the SENDCo of both schools will liaise to discuss the needs of pupils with SEN in order to ensure a smooth transition.
- The records to pupils who leave the school mid-phase will be transferred within five working days of the parents notifying us their child has been enrolled at another school.

## **12) How are resources allocated and matched to children's special educational needs?**

- The school receives funding to respond to the needs of pupils with SEND from a number of sources that includes:
  - 1) A proportion of the funds allocated per pupil to the school to provide for their education called the Age Weighted Pupil Unit.
  - 2) The notional SEN budget, this is a fund devolved to schools to support them to meet the needs of pupils with SEND.
  - 3) For those pupils with the most complex needs, the school may be allocated additional educational needs funding from the Local Authority's High Needs SEN Funding Allocation.
- This funding is then used to provide the equipment and facilities to support pupils with SEND through support that might include:
  - 1) Targeted differentiation to increase access to text. (IT, enlarged print, coloured overlays, coloured books, different recording strategies, additional time etc.)
  - 2) In class, adult or peer support aimed at increasing skills in specific area of weakness (learning behaviors, organisation etc).
  - 3) Out of class support (relationship building, social, emotional skill development).
  - 4) Small group tuition (pre teaching, post teaching, targeted additional need).
  - 5) Specific support, advice and guidance is provided to parents and families to improve pupil's readiness for learning (relating to pupil's difficulties in behaviour, physiological and emotional needs etc.).
  - 6) Provision of specialist resources or equipment (use of IT, sloping board, sensory equipment etc.).
  - 7) Partnership work with other settings.
  - 8) Access to lunchtime clubs targeted at increasing resilience or education based.
  - 9) Access to the school nurse and wider health professional support ( responding to mental and physical health issues, speech, language and communication needs, motor control and mobility needs).
  - 10) Access to support from charities and community sources.
  - 11) Implementation of strategies from support agencies.
- In addition:
  - The Pupil Premium funding provides additional funding for pupils who are claiming free school meals who are in the care of the local authority or have been or whose parent are in the armed services. The deployment of this funding is published on the school website.
  - If parents wish to discuss the option available to their child they are welcome to make an appointment to see the class teacher, SENDCo or member of the senior leadership team.
  - Provision mapping identifies categories of need on an individual, class and whole school basis. Funds are allocated to best meet the needs of children, and spending is regularly reviewed to ensure that the best practice and support are in place.

## **13) How is the decision made about what type and how much support my child will receive?**

- Following detailed assessment of the child, the class teacher, in consultation with the school SENDCo decides on the nature and regularity of support needed for a child with SEND needs.
- This support may be as part of a small group or possibly on a one to one basis.
- Support is reviewed regularly with parents and may change according to the ongoing needs of the child and any advice from outside agencies.

## **14) How are parents involved in the school? How can I be involved?**

- All children, parents/carers and school are invited to sign a Home/School Agreement to cement the partnership between home and school.
- Parents are kept informed of their child's progress through regular meetings and are encouraged to keep an open dialogue with school if there are any concerns.
- We hold open events in school where parents can visit and join in.
- Parents receive regular Newsletters from school.
- Parents are invited to attend class assemblies, concerts, sporting events and special celebrations during the year.
- Parent Governors are elected onto our School Governing Body and there are also possibilities for parent volunteers to help in school.
- Parents can join our Friends of the School fundraising group.

### 15) Who can I contact for further information?

Your child's teacher will be your first point of contact. You can also contact the following people:

- Your child's class teacher
- The SENDCo (Miss K Ashton or Mrs L Lydon) via the school office.  
The Headteacher (Mrs. Wightman) via the school office.
- For complaints, please contact the School Governor for SEN. Their name is June Dunning. They can be contacted via the school office.

Support Services for parents of pupils with SEN:

- Information, Advice and Support Agency Network offers independent advice and support to parents and carers of all children and young people with SEND and will direct visitors to their nearest IAS Service <http://cyp.iassnetwork.org.uk/>
- Warrington Local Authority Local Offer via our website page: <http://stphilipwestbrook.co.uk/parent-information/sen/>
- Independent of the Local Authority you can also contact:  
Warrington SEND Information, Advice & Support Service (SEND IASS) - formerly Parent Partnership <http://www.warringtonsendiass.co.uk/>



## Children and Young People Questions

### How does the education setting know if I need extra help?

We will talk to you about your learning and how you feel you are doing. We will also talk to your parents/carers.

### What should I do if I think I need extra help?

You may always talk to your class teacher or Headteacher about any worry that you have, or someone at home if you are worried about anything.

### How will my work be organised to meet my individual needs?

We will look at your strengths and your preferred learning styles and try to make sure that the things that you may find more difficult are made easier for you through the right kind of support and help. This way you will be able to make the kind of progress that you feel comfortable with.

### How will I be involved in planning for my needs and who will explain it and help me?

Your teacher will talk to you about your targets and how we can work together to make these achievable for you. You can talk to your teacher about how you learn best and what kind of resources are helpful to you.

### Who will tell me what I can do to help myself and be more independent?

Your teachers, teaching assistants and parents/carers will talk to you about strategies you might use to become more independent.

### What should I do if I am worried about something?

Always share any worries that you might have with your parent/carers and/or teachers.

### How will I know if I am doing as well as I should?

Your teacher will talk to you and your parents/carers about the progress that you are making and what you are doing well. They will also be able to talk to you about how you can make things even better. If you have specific targets you will be invited to come along to meetings with your teacher and parents/carers to talk about your individual targets, and if you have a Statement or EHC plan you will be invited to your Annual Review.

### How can I get help if I am worried about things other than my work?

If you are worried about something at school, talk to a trusted adult or friend and ask them to help you to sort it out.

### Are there staff in school who have had special training to help young people who need extra help?

All staff in school are ready to listen to any concern or worry that you might have. Some children might have a mentor in school if we feel that this would be even more helpful for them.

**Can school staff get extra help from experts outside the college if they need to? (E.g. advice and training on medical conditions)**

If you have a worry that we aren't able to sort out in school, we will find someone from outside school who will be able to help you.

**If I have difficulty in taking part in activities what different arrangements can be made?**

In school, the building is accessible by wheelchair and there is a disabled toilet. If you find it difficult to join in with activities we will talk to you and your parents/carers about ways that we can make you feel more comfortable. If we are going out of school for a visit, we will talk to you and your parents/carers about how to make things right for you so that you can join in as much as you possibly can.

**What help is there to help me get ready to start school?**

Before you leave our school, we will talk to your new school about what works well for you and what you are worried about, so that your move can go as smoothly as possible and you feel comfortable in your new setting. We will let your new teachers know all about your successes. If needed, we will arrange extra visits to your new school; your parents/carers may wish to go with you for some of these.

[Local Offer Details](#)