

# SEN policy and information report

Low Hill Nursery School



**Adopted by:** Low Hill Nursery School

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**Signed Chair of Governors:**

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### 1. Aims

Our SEN policy and information report aims to:

- Set out how our school will support and make provision for pupils with special educational needs (SEN)
- Explain the roles and responsibilities of everyone involved in providing for pupils with SEN

### Rationale:

Low Hill Nursery School is committed to providing an appropriate and high quality education to all the children living in our local area. We believe that all children, including those identified as having special educational needs have a common entitlement to access a broad and balanced academic and social curriculum, based on the Early Years Foundation Stage (EYFS) and Special Educational Needs and Disability (SEND).

We believe that all children should be equally valued as individuals and fully included in all aspects of school life.

Low Hill Nursery School is committed to inclusion, part of the school strategic planning for improvement is to develop cultures, policies and practices that include all children. We aim to engender a sense of community and belonging, with wellbeing at the centre of everything we do. We will respond to the individual needs of children, providing learning opportunities, which take account of their varied life experiences, their interests and abilities.

Low Hill Nursery is proud to be a Wellbeing School and the wellbeing of our families are at the centre of everything we do. We provide a safe, trusting and non-judgmental environment for all our families. We will strive to eliminate prejudice and discrimination, and to develop a supportive and secure environment where all children can flourish and feel safe.

Through this policy we have the processes in place to ensure the needs of all our children are met and that we maintain good relationships with outside agencies. As a school we share an ethos of inclusion and all staff are skilled and feel confident and competent to work with children who need additional support.

We believe that educational inclusion is about equal opportunities for all children whatever their age, gender, ethnicity, impairment, attainment and background. We pay particular attention to the provision for and the achievement of different groups of learners:

- Girls and boys
- Minority ethnic and faith groups, travelers, asylum seekers and refugees
- Children who need support to learn English as an additional language (EAL)
- Children with additional educational needs
- Children who are disabled
- Those who are gifted and talented
- Those who are looked after by the local authority
- Children with medical needs

This policy describes the way we meet the need of children who experience barriers to their learning, which may relate to sensory or physical impairment, learning difficulties or emotional or social development, or may relate to factors in their environment.

We recognise that children are unique and learn in different ways and may work at different stages. We acknowledge that there are many factors affecting achievement. At Low Hill Nursery school we aim to identify specific needs as soon as they arise and provide teaching and learning opportunities which enable every child to achieve his or her full potential.

Low Hill Nursery School sees the inclusion of children identified as having additional needs as an equal opportunities issue, we also model inclusion in our staffing policies and through our relationships with parents/carers and the community.

## 2. Legislation and guidance

This policy and information report is based on the statutory [Special Educational Needs and Disability \(SEND\) Code of Practice](#) and the following legislation:

- [Part 3 of the Children and Families Act 2014](#), which sets out schools' responsibilities for pupils with SEN and disabilities
- [The Special Educational Needs and Disability Regulations 2014](#), which set out schools' responsibilities for education, health and care (EHC) plans, SEN co-ordinators (SENCOs) and the SEN information report

## 3. Definitions

A pupil has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them.

They have a learning difficulty or disability if they have:

- A significantly greater difficulty in learning than the majority of the others of the same age, or
- A disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools

Special educational provision is educational or training provision that is additional to, or different from, that made generally for other children or young people of the same age by mainstream schools.

## 4. Roles and responsibilities

### 4.1 The SENCO

The SENCO is Emma Harris

They will:

- Work with the headteacher and SEN governor to determine the strategic development of the SEN policy and provision in the school
- Have day-to-day responsibility for the operation of this SEN policy and the co-ordination of specific provision made to support individual pupils with SEN, including those who have EHC plans

- Provide professional guidance to colleagues and work with staff, parents, and other agencies to ensure that pupils with SEN receive appropriate support and high-quality teaching
- Advise on the graduated approach to providing SEN support
- Advise on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- Be the point of contact for external agencies, especially the local authority and its support services
- Liaise with potential next providers of education to ensure that the school meets its responsibilities under the Equality Act 2010 with regard to reasonable adjustments and access arrangements
- Ensure the school keeps the records of all pupils with SEN up to date

## 4.2 The SEN Governor

The SEN Governor will:

- Help to raise awareness of SEN issues at governing board meetings
- Monitor the quality and effectiveness of SEN and disability provision within the school and update the governing board on this
- Work with the headteacher and SENCO to determine the strategic development of the SEN policy and provision in the school

## 4.3 The headteacher

The headteacher will:

- Work with the SENCO and SEN governor to determine the strategic development of the SEN policy and provision within the school
- Have overall responsibility for the provision and progress of learners with SEN and/or a disability

## 4.4 Class teachers/practitioners

Each class teacher/practitioner is responsible for:

- The progress and development of every pupil in their class
- Working closely with any teaching assistants or specialist staff to plan and assess the impact of support and interventions and how they can be linked to classroom teaching
- Working with the SENCO to review each pupil's progress and development and decide on any changes to provision
- Ensuring they follow this SEN policy

# 5. SEN information report

## 5.1 The kinds of SEN that are provided for

Our school currently provides additional and/or different provision for a range of needs, including:

- Communication and interaction, for example, autistic spectrum disorder, Asperger's Syndrome, speech and language difficulties
- Cognition and learning, for example, dyslexia, dyspraxia
- Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD)
- Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy
- Moderate/severe/profound and multiple learning difficulties

## 5.2 Identifying pupils with SEN and assessing their needs

We believe in working together with parents and carers to build a relationship where children feel safe and can thrive. This relationship is built right from initial visits to home where appropriate and during early transition visits – Parents also complete an all about me booklet which is helpful to ensure their interests and preferences are respected.

Children are assessed through observation during their first weeks so that their key worker can identify the level of development to the Early Years Foundation Stage curriculum.

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings, where appropriate. Practitioners will make regular assessments of progress for all pupils and identify those whose progress:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better the child's previous rate of progress
- Fails to close the attainment gap between the child and their peers
- Widens the attainment gap

This may include progress in areas other than attainment, for example, social needs.

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEN.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed. All staff will be aware of children's outcomes so that the environment and learning activities are accessible and offer opportunities for them to work on their goals.

## 5.3 Consulting and involving pupils and parents

We will have an early discussion with parents when identifying whether their needs special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty
- We take into account the parents' concerns
- Everyone understands the agreed outcomes sought for the child
- Everyone is clear on what the next steps are

We will formally notify parents when it is decided that a pupil will receive SEN support.

## 5.4 Assessing and reviewing pupils' progress towards outcomes

We will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

The class or subject teacher will work with the SENCO to carry out a clear analysis of the pupil's needs. This will draw on:

- The practitioner's assessment and experience of the pupil
- Their previous progress and attainment or behaviour
- Other practitioners' assessments, where relevant
- The individual's development in comparison to their peers and national data
- The views and experience of parents
- The pupil's own views these may be captured through observations where children cannot express their views
- Advice from external support services, if relevant

The assessment will be reviewed regularly.

All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. We will regularly review the effectiveness of the support and interventions and their impact on the pupil's progress.

If a child is not making expected progress with additional support/adaptations then with parents agreement/consent we may refer to additional specialist advisors to carry out more assessment and advice.

TAC meetings will be arranged with parents and agencies involved to ensure strong partnerships and to insure parents are kept informed.

## **5.5 Supporting pupils moving between phases and preparing for adulthood**

Low Hill Nursery recognise the importance of transition from nursery to primary school. We liaise with local schools at the end of the year to plan as many opportunities as possible for children to visit their new school and to meet the teacher. Concerns about particular needs of children will be discussed prior to children leaving the nursery. Where a child has special educational needs a meeting is held and the child's new school is invited. This allows for information regarding specific needs to be shared with consent of parents. Additional transition needs can be planned here to including making transition books containing photos and/or videos. Any interventions or strategies that are currently being used can be shared too in order to assist with a smooth transition. At the end of the year class teachers of the new school receive the child's electronic learning journey and data.

We will share information with the school or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this. Each child is unique and we will support the transition process to ensure that it is as smooth as possible. This might include visits to the new setting are accompanied by the practitioner/key worker.

## **5.6 Our approach to teaching pupils with SEN**

Teachers are responsible and accountable for the progress and development of all the pupils in their class.

High-quality teaching is our first step in responding to pupils who have SEN. This will be differentiated for individual pupils. We take a holistic and inclusive approach to the curriculum and aim to provide open ended activities that are accessible to all.

We will also provide the following interventions:

- Lego therapy
- Play therapy
- Speech and Language therapy
- Nurture groups
- TACPAC
- Sensory snacks
- Work stations
- Targeted language interventions – including ICAN

## **5.7 Adaptations to the curriculum and learning environment**

We make the following adaptations to ensure all pupils' needs are met:

- Differentiating our curriculum to ensure all pupils are able to access it, for example, by grouping, 1:1 work, teaching style, content of the lesson, etc.
- Adapting our resources and staffing
- Using a total communication approach, such as, AAC; e.g. PECs, Grid player; visual timetables, objects of reference; Aided language display boards

- Use recommended aids such as, larger font, standing frames etc.
- Differentiating our teaching, for example, giving longer processing times, pre-teaching of key skills, using visual supports to aid understanding, such as, objects; Aided Language Displays, Makaton etc.

## 5.8 Additional support for learning

There is a dedicated inclusion team who are available in addition to keyworkers/practitioners. These adults enhance the provision for children by providing just the right amount of assistance so that children are encouraged to be independent.

We work with the following agencies to provide support for pupils with SEN:

- Health visiting team
- Social Care
- Special Needs Early Years
- Occupational Therapy
- Speech and Language Therapy
- Inspire
- Physio
- Education Psychology
- Play Therapy
- Pastoral support
- Sensory Inclusion
- Paediatricians – The Gem Centre
- The Multiagency Safeguarding Hub
- Independent Advice and Support Service

## 5.9 Expertise and training of staff

In the last academic year, various staff have been trained in Autism Awareness, Trauma and Attachment, Inclusive practice, safeguarding, various Hygge approaches, ELklan: Communication Friendly Schools, ACES, New Early Years Curriculum

Other training staff have undertaken in previous years include:

Makaton, PECS, ELklan, Team Teach, Sensory Processing and modulation, Post Graduate Certificate in therapeutic play skills; Cool. Kids and Cool Characters

3 staff members have graduated this year having completed: Foundation degree in Early Years Service and BA (Hons) special educational needs, disability, inclusion and childhood family studies.

Other staff have also previously studied to degree level.

The Head teacher and DSL have this year completed post graduate course in Leading Mental Health in Schools

The SENCO has completed the NASENCO and this year is studying for Post graduate Autism Leaders Award

We provide a speech and language therapist weekly, paid for with a Service Level Agreement

We have a resident play therapist in school 3 days a week

## 5.11 Evaluating the effectiveness of SEN provision

We evaluate the effectiveness of provision for pupils with SEN by:

- Reviewing pupils' individual progress towards their goals at least termly
- Reviewing the impact of interventions after 4 weeks
- Observing children in their independent play
- Monitoring by the SENCO
- Using provision maps to measure progress
- Holding annual reviews for pupils with EHC plans

## **5.12 Enabling pupils with SEN to engage in activities available to those in the school who do not have SEN**

### Pupil Participation

*Children, who are capable of forming views, have a right to receive and make known information, to express an opinion, and to have that opinion taken into account in any matters affecting them. The views of the child should be given due weight according to age, maturity and capability of the child.*

Articles 12 and 13

The United Nations Convention on the Rights of the Child

All of our extra-curricular activities and school visits are available to all our pupils

All pupils are encouraged to take part in sports day/performances/special workshops. No pupil is ever excluded from taking part in these activities because of their SEN or disability.

Specific programs and equipment that offer alternative learning approaches are available, Large ICT interactive tables are available, OMI interactive floor, My choicepad app offering Makaton communication, a range of other sensory apps, Ipads, Smart boards

Our environment offers a range of physical and sensory equipment and materials that enhance learning for all children and this equipment is also used to offer sensory circuits or additional sensory snacks to children who need this to enable them to access learning.

We value the role the child has in making choices about their own needs and provisions. We understand that children are able to express their own ideas and opinions at a level developmentally appropriate for them and we will make efforts to support children so that they can contribute to their own learning process. When planning targets and writing Individual support plans, the views of the child will be taken into account and recorded as appropriate to the child. A number of strategies will be used to record children's opinions such as short video clips/stories, observing the child's interests and motivations and also what they dislike.

Our school has an Inclusive provision (Sunflowers) this offers 12 part time places – these places are managed by the Special Needs Early Years Service

The school has a separate Admissions Policy which can be found on our website.

#### School Access Arrangements

Classes are fully accessible for wheel chairs and other walking aids

There is a designated reserved parking

## **5.13 Support for improving emotional and social development**

Our philosophy at Low Hill Nursery is to provide a strong supportive system for our children and families – We aspire to create a positive, caring and nurturing environment when children and families feel safe and have trust.

Children are allocated a Key worker who will develop relationships with child and family. Parents are invited to a series of shorter induction visits there is a policy on the website outlining these processes in more detail.

We offer an Early Help Assessment to provide individual support for families who will benefit – This includes education along with other areas such as mental health, financial, housing, behaviour and boundaries and physical health.

Our Pastoral Support is Samantha Woodward

Our Play Therapist is Katie Paterson

*We offer Wellbeing Services to our children and their parents via So Wellbeing Services – Shelly Owens*

We provide a calm and predictable learning environment – with a Time In Approach - There is a separate positive Behaviour Policy available on the school website. Staff use the strategies within the policy to create a consistent approach to support positive behaviour. All staff have a high level of expertise and experience of supporting self regulation, sensory and attachment needs and are always ready to offer support and advice to parents who may need it. There is a behaviour program offered by Pastoral support which parents can join.

We provide support for pupils to improve their emotional and social development in the following ways:

Relax Kids with Shelly

Nurture Groups

Play therapy

We have a zero tolerance approach to bullying.

Lego Therapy

Our School has received a Wellbeing Award

## **5.14 Working with other agencies**

We have strong links with other agencies and positive relationships. We work together with agencies to ensure the best outcomes for children and families.

## **5.15 Complaints about SEN provision**

If you do not feel satisfied first talk to your child's key worker or the school's SENCO

If the issue is not resolved complaints about SEN provision in our school should be made to the Head Teacher in the first instance. They will then be referred to the school's complaints policy.

The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

## **5.16 Contact details of support services for parents of pupils with SEN**

We offer a range of workshops and coffee mornings for all our parents, these can be focused on specific strategies or activities for the children but also support for their own wellbeing. We run 'Charge Up' sessions for parents which helps parent understand their emotional wellbeing and mental health, the sessions are designed to help people to self-regulate.

For our parent carers we offer coffee mornings for parents who are carers and invite the Carer Support team to talk about benefits and incentives that parents can apply for. These include registering for a carer emergency card and also a MAX card which entitles carers to discounts of many outings and activities.

Contact details:

Anne Draisey  
Carer Support Worker  
Tel. Office: 01902 555926  
Tel. Mobile: 07469 410520

### **Wolverhampton Information, Advice and Support Services (WIASS)**

The school provides information about this service which is available to support parents. Leaflets and flyers are displayed on the notice board and given to parents where appropriate through TAC meetings and consultations. Parents can subscribe to a newsletter on the website details below.

Contact details:

T: 01903 556945

E [ias.services@wolverhampton.gov.uk](mailto:ias.services@wolverhampton.gov.uk)

W: [www.wolvesiass.org](http://www.wolvesiass.org)

### **5.17 Contact details for raising concerns**

Head teacher: Natalie Showell

Designated Safeguarding Lead: Michelle Dudley

SENCO: Emma Harris

Pastoral support: Samantha Woodward

Chair of Governors: Carol Ferron-Smith

### **5.18 The local authority local offer**

Our contribution to the local offer is:

<https://www.lowhillnursery.co.uk/>

Our local authority's local offer is published here:

<https://win.wolverhampton.gov.uk/kb5/wolverhampton/directory/localoffer.page?localofferchannel=0>

## **6. Monitoring arrangements**

This policy and information report will be reviewed by Emma Harris **every year**. It will also be updated if any changes to the information are made during the year.

It will be approved by the governing board.

## **7. Links with other policies and documents**

This policy links to our policies on

- Behaviour
- Accessibility plan
- Admission
- Transition

- Equality information and objectives
- Supporting pupils with medical conditions