



# Birley Spa Primary Academy

A L.E.A.D. Academy

How does the school know if children need extra support or have a special educational need?

Birley Spa Primary Academy is committed to early identification of students with special educational needs. The Special Educational Needs Coordinator (SENCo) works closely with all staff members to ensure that students who may have special educational needs are identified and assessed so their learning needs are fully met across the curriculum.

Staff work closely together to ensure they have a broad understanding of the difficulties students with Special Educational Needs or Disabilities (SEN/D) face. We support the idea that high quality teaching, differentiated for individual students, is the first step in responding to students who have or may have SEN/D. If a student needs additional/different provision to support their learning, we will consider all possible options of intervention before a referral is made for a statutory assessment. We will make referrals for statutory assessments in consultation with parents and/or carers and outside agencies that support the academy.

What should I do if I suspect that my child has a special educational need?

If a parent is concerned about a child's progress this should be raised with the class teacher initially and then will be referred to the SENCo. Meetings take place termly with outside professionals, where new or existing children's needs are discussed in order to ensure that the best support is being received by all children. Discussions with parents/carers take place at parents' evenings and through appointments arranged at convenient times during or at the end of the school day. Staff ensure that assessment of educational needs directly involves the learner, their family and their teachers.

What is meant by Quality First Teaching?

All teachers having the highest possible expectations for your child and all pupils in their class.

The class teacher reviewing progress regularly in order to set challenging next steps in learning.

All teaching being based on building on what your child already knows, can do and can understand.

Your child accessing support from outside agencies to help them meet these targets, if necessary.

Outside agencies \* may include:

- Local Authority central services such as Autism outreach services, Hearing and Visual Support Service (for pupils with a hearing or visual need).
- Speech and Language therapy Service (SALT).
- Educational Psychologists
- CAMHS (Child and Adolescent Mental Health Services.)
- School nurse
- Community Paediatrician
- MAST
- Counsellor
- Specialist Outreach Service (Rowan)

\*Parental consent will be gained for an outside agency to be directly involved with your child.

## Accessibility

How will the curriculum be matched to my child's needs?

Staff differentiate and adapt their lessons to suit the children's needs. For children needing extra support, there are intervention programmes that are run by teachers or support staff. These are individualised where necessary in order for all children to access them at their own level. We use advice given by outside agencies to further support individual learners. Teachers and teaching assistant's use ongoing assessment to plan targeted support. This may include extra provision and interventions, for example: precision teaching, speed reading, looking and thinking, and write programmes.

How accessible is the school environment?

The school has wheelchair access at certain points of the building; we also have a two purpose built disabled toilet, which is suitable for children within the main school. We have close links with the Occupational Therapy and Physiotherapy services who are able to suggest adaptations, as required, to make our school as inclusive as possible. We have access to appropriate translation services when required to aid communication with parents whose first language is not English.

How will my child be included outside of the classroom?

We liaise with parents when planning school trips and, individually for those children who may have specific medical or SEN/D requirements. School trips are organised with reference to the individual needs of all children and planned accordingly. Our school has a breakfast club which runs from 7:30am every day. School staff and a sport coach run an extended learning club every day after school until 4:30pm. We endeavour to provide support in order to ensure all pupils can attend.

What support is available for my child?

How will school prepare and support my child to join the school?

We organise several pre-visits to school for nursery children prior to starting school and we hold information sharing meetings for parents and carers in the summer term. Visits to our school are warmly welcomed, especially for parents and children who join our school at other times of the year or in other year groups. We have arranged a number of personalised transition programmes, including the use of home-school picture and information books and staggered the entry to school to ensure that all children's needs are catered for.

How will our school prepare and support my child to transfer to a new school?

We work closely with the secondary schools our children move onto. They provide taster days and transition events in years 5 and 6. We work closely with staff to share relevant information about the children. Where appropriate, some children have the opportunity to attend additional transition days and holiday clubs to ensure this process happens smoothly. If it is felt more support is needed for your child's transition we will arrange this in conjunction with his/her new school.

How can I be involved in supporting my child in school?

We encourage you to be actively involved in your child's education by listening to them read, helping them to complete homework tasks and help support your child when trying to achieve targets that they have been set. We also actively encourage your input in the review process and attend termly or half termly meetings with the class teacher.

What support will there be for my child's overall well-being?

Day to day pastoral support is provided by all staff but in the main by class teachers and teaching assistants. The school rules are used consistently to support children's behaviour. We also provide yoga, sports mentoring, zones of regulation and counselling to further support the children's well-being.

What arrangements does the school make in relation to the treatment of complaints from parents of children with SEN/D concerning the provision made at the school?

If a parent or carer has any concerns or complaints regarding the care or welfare of their child, an appointment can be made by them to speak to the SENCo , or Class Teacher. They can then look into your concern and give you a response, making clear any action or monitoring of a situation that may be necessary. At this stage, misunderstandings can usually be settled; everyone benefits from the speedy resolution of a difficulty and from suggestions for improvement. If no satisfactory solution can be agreed, a meeting with the Executive Head or Deputy Head Teacher can be arranged and will be able to offer advice on formal procedures for complaint if necessary. This process is outlined in the academy's Complaints Procedures document. Parents/carers can request support from a parental support service, or through our Parent Support Worker, Rob Jones.

Where can I find more information?

The local offer for the school can be found on our website at <https://www.birleyspaacademy.co.uk/>

As an academy trust, we have ensured that our academy and school local offers are in line with Sheffield City Council's local offer, which can be found on their website at <https://sheffieldsendias.org.uk/local-offer-information> .

If you feel you need further support, you can speak with the Parent Support Worker, Rob Jones, the SENCo Mrs Miller, Deputy Head Mr Smith, or the Executive Head Teacher Mrs Pemberton. This contact can be made through the school office, either by visiting the school or via telephone on: 01142399106. Additional information can be found at [www.sendgateway.org.uk](http://www.sendgateway.org.uk).