Special Educational Needs (SEN) & Disability Information Report

Description:	It is the expectation that all students in a mainstream setting will be accessing the curriculum available in the classroom with differentiated teaching and additional support when appropriate.
Contact Name:	Sarah Clark, Special Education Needs and Disability Coordinator (SENDCo)
Contact Telephone:	02086827000 x 237
Contact email:	senco@graveney.wandsworth.sch.uk
SEN Provision:	Universal
SEN Governor:	Sally Hyder Contact the school on 020 8682 7000 or info@graveney.wandsworth.sch.uk

Detailed local offer

How we know if your child needs extra help:

- Primary liaison including Y6 Annual Review attendance where possible
- All new students are tested before they start at Graveney School
- Through CAT tests, spelling and reading age tests where the results determine which students require interventions.
- Teaching and support staff rigorously monitor progress and identify students who are not progressing well; continual tracking for all students for academic progress; punctuality; attendance and behaviour.

What to do if you think your child may have SEN:

- Contact the school and arrange to meet with either your child's Head of Year or the SENDCo
- You can contact the school by phone or email (contact details are on the school website).
- If the Head of Year (HOY) agrees that your child may have some SEN, a SEN Referral form will be completed via the school's internal process

How we tell you what support we are providing:

- The provision listed on a student's EHCP will continue at Secondary school.
- You will be contacted about any new interventions and asked for your views when these take place.
- Interventions are run by teaching and support staff and outside agencies, such as Speech and Language Therapist, Educational Psychologist and other specialist services as appropriate
- You will be contacted if a referral is to be made to any service.

Matching the curriculum to your child's needs:	• Graveney School offers a broad and balanced curriculum. • High quality differentiated teaching for all students is the responsibility of the classroom teacher • Teaching assistants provide support in lessons as identified via the SEN assessment process • Training is provided for teaching and support staff to ensure high quality provision • Additional interventions are implemented according to a student's individual needs and may include literacy, numeracy and other areas of need.
Measuring your child's progress:	• Teachers are responsible for the progress of students in each lesson • Heads of Year and Heads of Department monitor progress • Annual Review meetings for students with EHCPs
Telling you about your child's progress:	• Parents' Evening and reviews provide formal times to discuss your child's progress • SEN Staff are available at Parent's Evenings and can be contacted directly throughout the year • Annual Review meetings for students with EHCPs with a review of progress made towards outcomes set.
Helping to support your child's learning:	• Ongoing home/school contact • Parenting courses (signposting to Wandsworth services) • Contact regarding information on additional strategies from SEN department • Parent/carers meetings as necessary • Liaison and TAC meetings with outside agencies involved with your child • Educational Psychologist assessment, advice or support as appropriate
Supporting your child's wellbeing, personal and medical needs:	• Strong pastoral support systems in place (HOY/SEN) • School counsellor and Catch 22 counsellor • Anti-bullying, Safeguarding, CP (Child Protection) and SEN Policies • Designated school Police Officer • School Nurse • Referral to external services including CAMHS (Child and Adolescent Mental Health Services) • Information sent via Parentmail on support services you can access for your child • Individual Healthcare Plans • Medical training by designated staff for specific conditions as necessary.
Taking your child's views into account:	• Open door policy for HOY and SEN department • Inclusion of child's views in SEN referral process

	• Person-centred planning in EHCP process (including collating child's views for EHCP and Annual Reviews) • Specialist services and expertise available • Literacy and numeracy intervention support available as required • School council
Staff training:	• A continuing programme of professional development (CPD) is available to teaching and support staff to ensure high quality provision • SEN training for whole staff team in specialist areas • SEN staff are encouraged to seek out training opportunities in specialist areas to support their work with vulnerable students
School trips and activities outside the classroom:	• All students are supported to attend activities where possible and following risk assessment (where necessary) • Parents/carers will be supported with individual concerns.
Help with changing schools or transferring to other education, employment or training:	• Transition meetings are attended with all boroughs we have student's admitted from and Wandsworth SENDCo transition forum • Primary school visits and attendance at Y6 Annual Reviews for those students with EHCPs when requested • Whole school induction day as well as those for students with additional needs • When there is an in-year transition, there will be extensive planning and a visit supported by school staff for any onward change of placement. • Timely careers advice is provided in school for post-16 options across Years 10-13. • Signposting to alternative pathways and apprenticeship schemes • Practical support with completing UCAS applications and advice on personal statements • Advice given to families about suitable post-18 options • Study Skills intervention programme for all of Y12 and Y13 (including CV writing, interview technique and choosing appropriate onward pathway) • Advice to Y14 when required. • Reference provision for school leavers.
Matching resources to your child's needs:	• Graveney resources are carefully allocated to reflect the students Special Educational Needs • Where there is an EHCP in place this will be used to inform provision and resources • If the funding is not deemed adequate to meet a student's needs, we will request an increase to funding levels from the appropriate Local Authority's SEN department. We will ensure that the Outcomes set out on a child's EHCP will directly target support to the most

vulnerable areas of need, this will be formalised by the child's Local Authority in line with the statutory framework.

Involving parents and carers in discussions and planning

- There are a variety of opportunities to meet with teaching staff in order to discuss your child's SEN needs.
- Parents and student's views will be sought and recorded prior to an EHCP transfer or planning meeting and parents' views will be recorded during an EHCP Review meeting.
- Parents will be invited to any TAC (team around the child) meeting involving their child.
- Ongoing liaison with teaching staff, support staff, key workers and SENDCo.

Getting involved in the school more generally:

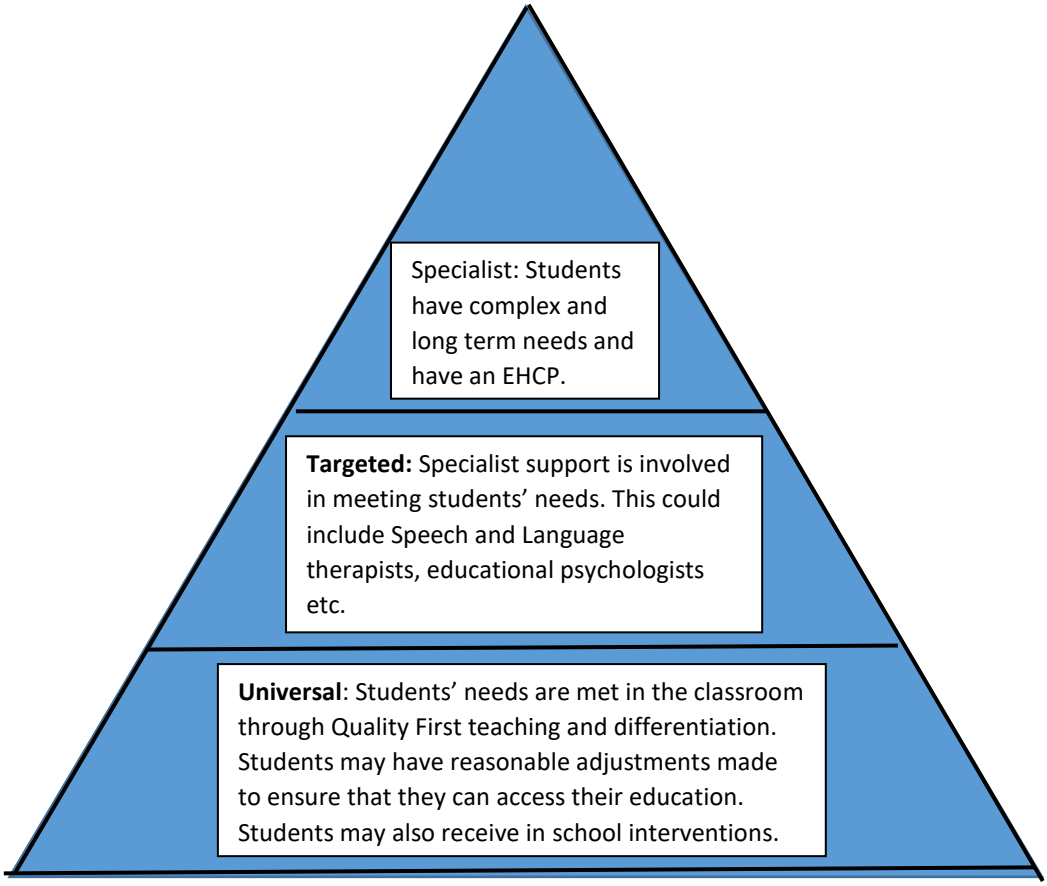
- The GPTA (Graveney Parent Teacher Association) is a useful forum to meet staff and parents and contribute your ideas
- There are currently 2 parent governors. There are regular elections as and when parents/carers or their children leave the school.
- Attendance at all meetings, school events, sports fixtures as well as music and drama productions
- Home/school liaison
- Participation in parent surveys

Who to contact for further information:

- For information on main school Admissions - contact Susannah Gregory Cullen (Pupil Services Manager) on 020 8682 7048
- For information on Admissions for students with an EHCP or to discuss the SEN provision in the school – Sarah Clark (SENDCo)
- If you have any concerns or issues you feel need raising beyond the SEND team, you can contact a member of the senior leadership team via Reception on 020 8682 7000.

Acronyms

Acronym	Title	Description
SENDCo	Special Educational Needs and Disability Coordinator	The person responsible for special educational needs in school.
CAT Tests	Cognitive Abilities Tests	CATs are marked assessments used by schools to assess students' overall intelligence, developed abilities and likely academic potential.
EHCP	Education, Health and Care Plan	Is a legal document which describes a child or young person's special educational needs, the support they need, and the outcomes they would like to achieve.
IEP	Individual Education Plan	Review Is a plan or programme designed for children with SEND to help them to get the most out of their education

TAC	Team Around the Child	A meeting to bring together different agencies into one meeting where there are concerns about a child or a family.
Place 2 Be	Name of organisation is 'Place 2 Be'	Place 2 Be is a service that the school buys that gives access to a variety of therapeutic interventions available from BACP-registered counsellors for young children, young people, parents and professionals.

Levels of Support