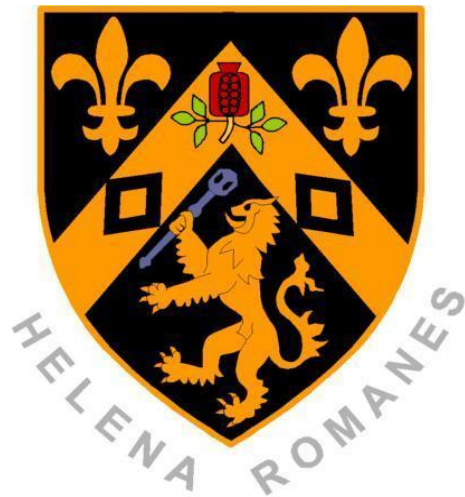


# Helena Romanes School



## SPECIAL EDUCATIONAL NEEDS & DISABILITY (SEND) POLICY

SENCO	Mrs Francesca Ward
SEND Governor	Mrs Sharon Bird

**APPROVED BY HELENA ROMANES SCHOOL LOCAL GOVERNING BODY**

**THIS POLICY IS REGULARLY REVIEWED  
FOLLOWING RECOMMENDED GUIDELINES**

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## **1. Principles and Ethos**

At Helena Romanes School we passionately believe that all learners have the right to a broad and

balanced curriculum and a positive experience of school life, including social events and extra-curricular activities. We strive to ensure that all students are able to engage in all aspects of school life. We provide a range of support in order to facilitate this and regularly review what we do. This ensures that we provide the most accurate support in line with the needs of the young person and paying careful consideration to the young person's opinion and preference.

Assisting students to become independent and courageous learners is a key aim. Ensuring that they leave school with the necessary skills to be independent is key to the success of our students.

We value academic, social and emotional progress in equal measure and work tirelessly to support our students achieve their personal best.

## **2. SEND Code of Practice**

**The SEND Code of Practice 2014 describes SEN as:**

*“xiii. A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.*

*xiv. A child of compulsory school age or a young person has a learning difficulty or disability if he or she:*

- has a significantly greater difficulty in learning than the majority of others of the same age, or*
- has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions” CoP 2014, p15 and p16.*

There are four main areas of need as outlined by the CoP 2014;

- Cognition and Learning
- Communication and Interaction
- Social, Emotional and Mental Health
- Sensory and Physical

### **Disability**

Many children and young people who have SEN may have a disability under the Equality Act 2010 – that is ‘...a physical or mental impairment which has a long-term and substantial adverse effect on their ability to carry out normal day-to-day activities’.

## **3. SENCO**

It is the responsibility of the SENCO to have day to day management of the SEND department and

the implementation of the SEND Policy.

The SENCO is: Mrs Francesca Ward

The key responsibilities of the SENCO include:

- overseeing the day-to-day operation of the school's SEND policy
- co-ordinating provision for children with SEND
- advising on the graduated approach to providing SEND support
- advising on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- liaising with parents of pupils with SEN
- advising and liaising with parents who would like to apply for an EHC plan.
- liaising with early years providers, other schools, educational psychologists, health and social care professionals, and independent or voluntary bodies
- being a key point of contact with external agencies, especially the local authority and its support services
- liaising with potential next providers of education to ensure a pupil and their parents are informed about options and a smooth transition is planned
- working with the Headteacher and school governors to ensure that the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements
- ensuring that the school keeps the records of all pupils with SEND up to date

The SENCO will also meet with the Chair of the Standards and Education committee to update on developments and management of the SEND policy and its implementation.

#### **4. Graduated Approach**

When addressing the difficulties that SEN pupils have, Helena Romanes School will follow the graduated approach detailed in the SEN CoP (2014) to support children and young people with special educational needs and disabilities.

This cycle will form the basis of all of our support and help to inform future interventions as well as map success and areas for development.

There are two categories of identified SEN in school. The first is EHCP and applies to students who have an Education, Health and Care Plan. EHCPs will detail the support for those pupils with significant SEND after a detailed statutory assessment.

The second category of SEN is School Support. This identifies students who have a variety of learning needs but which should be met using the resources available to the school.

## **5. Curriculum**

At Helena Romanes School we offer a broad and balanced curriculum to all our learners. Teachers differentiate their lessons to meet the needs of their students. Teachers and Teaching Assistants work together to plan and review the learning outcomes and personalised strategies to support individuals and small groups. Where differentiation alone is not enough, the Learning Support Team will offer further support.

This may be in the form of in-class support, advice and guidance, observation, assessment or in some cases, withdrawal. Our aim is to ensure that all learners have access to the curriculum and that they can succeed in all areas. We offer an extensive range of subjects at GCSE level and work closely with departments to plan for the success of all students in their chosen subjects. Where a GCSE is not attainable, we may look for alternative qualifications. Our highest priority is that students can engage with learning and be successful at the level that is best for them.

## **6. Training**

As a department, we have an ongoing programme of training. We access training from Essex Local Authority as well as private companies to make sure that we are up to date with new developments.

SEN training is an integral part of the whole school CPD which is regularly reviewed and updated. This is led by the school SENCOs.

## **7. Types of Support**

We offer a range of support to meet the needs of our learners. The list below is not exhaustive as we are constantly adapting to meet the needs of our learners.

- Study Support
- Additional English
- Additional Maths
- 1:1 Tutoring
- Small group Teaching
- Academic Tutoring
- Homework Club After School
- Supervised Breaks
- Supervised Lunchtimes
- Anger Management
- PLC
- Wellbeing interventions
- Mindfulness
- Counselling
- Social Skills Sessions
- Lego Club

## **8. SEN Report**

Our SEN report is a live document which is updated regularly. This outlines the Local Offer and offers specific details regarding the SEND department, the support we offer and who we work with. It also outlines our admissions and complaints procedures. Its contents are:

- 1 Contact information
- 2 Identification
- 3 Admission
- 4 The Department
- 5 Who we work with
- 6 Reviewing
- 7 Identification
- 8 Support
- 9 Opportunities
- 10 Governing Body
- 11 Parents
- 12 Transition
- 13 Staffing and relevant qualifications
- 14 Communication
- 15 Local Offer