

# St Peter's Cross Keys C of E Academy SEND Information Report



DIOCESE OF SOUTHWELL  
& NOTTINGHAM  
MULTI ACADEMY TRUST



## **1. What kinds of special educational needs does the school/setting make provision for?**

St Peter's Cross Keys C of E Academy caters for a wide range of Special Educational Needs, disabilities, health and medical needs.

These include autism, dyslexia, ADHD, learning difficulties, physical difficulties such as hearing and visual impairment, speech and language delay and other emotional difficulties.

Working closely with parents and professionals we will always seek to teach every child so that they can achieve their best.

## **2. How does the school know if pupils need extra help and what should I do if I think that my child may have special educational needs?**

If a child is transferring from a different setting, the school will be informed and a process put in place to ensure a successful transition. In some cases school will quickly identify that children need extra help because they already have a medical diagnosis e.g. for Autism.

Within school the progress of every child is carefully tracked and any concerns will be raised with the parent by the class teacher. Similarly, a parent with concerns about their child should initially speak to their child's class teacher who will stay in contact with the parent whilst investigating those concerns. The class teacher will discuss the child's needs with the SENCo (Special Educational Needs Co-ordinator) or Head teacher, carry out any appropriate assessments and plan how to meet the child's needs. A meeting with parents will be arranged. This forms part of a 'graduated response' where decisions and actions are revised and refined with a growing understanding of the pupil's needs.

## **3. a) How does the school evaluate the effectiveness of its provision for pupils with special educational needs?**

The class teacher closely monitors the progress, achievements and overall well-being of every child in their class. In addition to this, the SENCO will liaise with the class teacher to monitor the progress of all children who have been identified as having a Special Educational Need and Disability (SEND).

## **St Peter's Cross Keys C of E Academy SEND Information Report**

Where appropriate, a Structured Conversation meeting with parents will be arranged and goals will be set. SMART targets (Specific, Measurable, Achievable, Realistic and Timely) will be set to enable the child to reach these goals over a set period of time. The targets are reviewed with the child and the family to ensure that adequate support is provided for the area of need.

Any interventions which are carried out to support a child are carefully tracked and monitored to ensure that they are having the required positive impact. Regular reports are provided to governors who oversee the progress of children.

### **b) How will both the school and I know how my child is doing and how will the school help me to support their learning?**

All children at St Peter's Cross Keys CofE Academy are set ambitious yet achievable targets in all areas of their learning. Throughout the year there are two Parents Evening's to discuss pupil's progress and attainment. At the end of the Summer term parents receive a formal written report.

Where a child needs additional support and has SMART targets to support learning, a Structured Conversation is arranged and reviewed. These meetings occur termly however, all teachers are happy to talk to any parent or carer about their child and additional meetings will be arranged at mutually convenient times. Meetings can include the SENCo and this can be arranged through the class teacher.

### **c) What is the school's approach to teaching pupils with special educational needs and disabilities?**

As a school we believe in 'Quality First Teaching'; we seek to deliver a broad, balanced, engaging and fully inclusive curriculum so that all children are given the opportunity to reach their potential and see themselves as learners. Appropriate interventions are put into place for any child, with or without special needs, who are not making expected progress.

We support pupils with special educational needs and disabilities by providing specifically prepared learning materials and the use of appropriate ICT equipment. Children are taught using well differentiated activities in whole class situations, small groups or one to one work. Specialist equipment and resources are used when suggested by other professionals, such as specialist teachers, speech therapists, educational psychologists, and if required training undertaken by school staff.

Depending on the complexity of the child's needs, a graduated response may be required and expertise may be sought from outside agencies. Access to external support is facilitated by the SENCo who attends multi-agency

**St Peter's Cross Keys C of E Academy SEND  
Information Report**

meetings called 'Springboard' which are held at three separate points throughout the year.

Parents and carers are consulted about all choices that are made concerning their child.

**d) How will the curriculum and learning be matched to my child's needs?**

Every class teacher is responsible for the learning in their classroom; the delivery of the curriculum is differentiated by class teacher's in order to cater for the varying abilities and learning styles of the children in the class. Specific strategies and approach to teaching children with special educational needs and disabilities are employed when the needs of a child is outside the regular parameters seen within the classroom.

**e) How are decisions made about the type and amount of support my child will receive?**

All decisions about the type and amount of support that children receive will be an ongoing collaboration between the child, parent, class teacher, SENCo, outside agencies, Head Teacher and Governors. Working closely with parents and professionals, we will always seek to teach every child so they can achieve their best; the type and level of support remains fluid depending on the specific needs of the child at any particular time.

If the child's needs are severe and complex and they require extensive provision, additional funding from an outside source can be requested. A bid for funding will be written by the SENCo and if successful the 'top up funding' will be used to support that individual child.

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

All children are included in school activities and trips. Where children have additional needs their risk assessments will be completed and adequate support put in place to ensure a safe and successful trip for all.

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

The adults that work at St Peter's Cross Keys CofE Academy strive to foster very positive relationships with the children and families. The children are encouraged to discuss any issues they have, whether educational or social, with their class teacher or another appropriate adult.

## **St Peter's Cross Keys C of E Academy SEND Information Report**

Our nurture bubble is available across each afternoon to children who require emotional/academic support or nurture.

Peer mentors are available for children who require support during the school day.

Play therapy can be accessed via Think Children, a local charity which provides early interventions to children who are displaying signs of emerging social, behavioural or emotional issues. The School Nurse is also able to provide information about different opportunities that are currently available in the locality and Children's Centre. Referrals can also be made to CAMHS (Children and Adolescent Mental Health Services) by the class teacher and SENCo. The Emotional Health and Well-being Team within Notts County Council also provide support through a range of services for children with emotional needs.

#### **4. Who is the school's special educational needs co-ordinator (SENCO) and what are their contact details?**

Ms Joanne Hoult – [office@stpetersfarndon.snmat.org.uk](mailto:office@stpetersfarndon.snmat.org.uk)  
Telephone: 01636 680360

#### **5. a) What training have staff supporting special educational needs and disabilities had and what is planned?**

The SENCo receives training from various local and national providers on a wide range of conditions such as Autism, Dyslexia etc. This training is then delivered to the school staff in staff meetings, key stage meetings or individual coaching sessions when the need arises.

The SENCo, class teachers, Teaching Assistants, other staff and governors also access training to learn how to support children with specific needs such as Epilepsy, Asthma, and Diabetes.

The SENCo is currently completing the NASENCO Award through Nottingham Trent University.

#### **b) What specialist services and expertise are available or accessed by the school?**

If it is considered that additional expertise is desirable, then specialist services can be accessed by the SENCo through the termly multiagency 'Springboard' meetings. Parental consent is required so that the children can be discussed at the meeting. The school can access a wide range of additional services such as; Early Year Specialist Teachers, Specialist Teachers for Visually Impaired Children, Specialist Teachers for Hearing Impaired Children,

**St Peter's Cross Keys C of E Academy SEND  
Information Report**

Specialist Teachers for Autism, Educational Psychologists and Occupational Therapists

**6. How will equipment and facilities to support pupils with special educational needs and disabilities secured? How accessible is the school?**

The school provides any appropriate equipment and facilities that a child with special educational needs or disability may need. The equipment will have been identified by an outside agency as required by the child in order for them to best access their learning.

The school has good access (and has a stair lift to enable wheelchair access to hall area, reception and three classrooms). There is a disabled toilet including a showering area and changing facilities.

**7. What are the arrangements for consulting parents of pupils with special educational needs and disabilities? How will be I involved in the education of my child?**

Parents are encouraged to speak to their child's class teacher with any questions or concerns.

In addition to the twice yearly parent's evenings, additional meetings are held to discuss targets and achievements in a 'Structured Conversation'. The SENCo will attend meetings for children with more complex needs or whenever the class teacher or parents request attendance. Parents can make an appointment to see the SENCo by contacting the school office.

**8. What are the arrangements for consulting young people with SEN and involving them in their education?**

Children are involved with target setting. They can attend meetings if it is felt appropriate. In order to encourage motivation in a child, the class teacher will tailor the provision in school to meet their learning style and interests.

The school council ensures that the children on the SEND register have representation and are involved in activities and decisions affecting the school.

**9. What do I do if I have a concern or complaint about the SEN provision made by the school/setting?**

Parents are encouraged to bring any concerns to the attention of the class teacher. The SENCo may also be contacted (contact details above). For more

## **St Peter's Cross Keys C of E Academy SEND Information Report**

detailed information, please refer to the complaints policy on the school website.

### **10. How does the governing body involve other organisations and services (e.g. health, social care, local authority support services and voluntary organisations) in the meeting the needs of pupils with special educational needs and disabilities and supporting the families of such pupils?**

The SENCo is usually the person who involves other organisations and services and reports directly to the Head teacher. The SENCo also reports to the SEND governor who has specific responsibility for Special Educational Needs and Disabilities. Governors are provided with data which informs them of the progress and attainment made by children with additional needs. They are then able to ask questions of the SENCo and Head Teacher to ensure that all children's needs are being met.

### **11. How does the school seek to signpost organisations, services etc. who can provide additional support to parents/carers/young people?**

The SENCo can signpost parents to the wide range of support organisations and groups available in the community. As discussed above the SENCo can also access professionals who can offer the specific support required for children's needs; either to work directly with the children or to offer advice to parents or staff.

The school nurse is available to add expertise and signposting that is more specifically related to health and mental-wellbeing; this service can be accessed by the class teacher, SENCo and Head Teacher as required.

### **12. How will the school prepare my child/young person to:**

- i) Join the school?**
- ii) Transfer between phases of education (e.g. early years to primary, primary to secondary etc.)?**
- iii) Prepare for adulthood and independent living?**

St Peter's Cross Keys C of E Academy understands the importance of carefully considered transition plans for children with additional needs. In every transfer the important element is communication. Meetings and written transition plans along with 'pupil profiles' of the child are organised so that information about that child and how they learn is communicated effectively.

The amount and nature of transition visits to the new setting is decided with the child at the centre of the process. Each of these transitions seeks to predict possible issues that may arise so that the child feels equipped to begin the next part of their journey.

## **St Peter's Cross Keys C of E Academy SEND Information Report**

### **13. Where can I access further information?**

For further information please refer to the school website, specifically the Special Educational Needs and Disability Policy.

If you have any questions or queries, please contact Ms Joanne Houlton on 01636 680360 or e-mail [office@stpetersfarndon.snmat.org.uk](mailto:office@stpetersfarndon.snmat.org.uk)

**Up to date Information/Guidance relating to SEN and Covid 19 can be accessed by following this link:**

<https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>

At St. Peter's Cross Keys CofE Academy as of our return to school in September 2022 it is likely that we will still be following this guidance carefully with regards our provision for all SEN students. This addendum to the information report will be reviewed in light of new government guidance as and when it is published.