

# SEND Information Report 2022

'Working together to achieve success'

The following document is the SEND Information Report for Mossgate Primary School. It is in keeping with the requirements which can be found in the Code of Practice, Section 6:79. This document also acts as our Local Offer.

Mossgate Primary School is a mainstream setting. At Mossgate we are committed to working with all members of our school community. We believe in achievement for all. We want all adults and children to participate in learning and we celebrate all members of our community. We strive to create an inclusive culture in our school and we aim to be responsive to the diversity of children's backgrounds, interests, experience, knowledge and skills, so that all children regardless of individual need make the best possible progress.

## What kinds of Special Education Needs do we provide for?

At Mossgate Primary School we provide for a wide variety of Special Educational Needs and Disabilities (SEND).

Our current SEND profile for 2022 - 2023 shows that we have 23% of children identified as having SEND. This percentage is made up of the following groups:

- 42% Cognition and Learning Needs
- 27% Communication and Interaction Needs
- 4% Physical and/ or Sensory Needs
- 27% Social, Emotional and Mental Health Needs
- 2.4% out of the whole school population have an Education, Health and Care Plan

## A Graduated Approach

At Mossgate we have a graduated approach to children with additional needs.

- **Level 1** – The child is working at age related expectations, above them or just below them. Children may be having additional support e.g. interventions/ extra reading/ medical / attendance support but they are making progress.
- **Level 2** – The child has additional support because they are not making progress. This could be because of various reasons including SEND. At this point, the child will be placed on the school's **SEND Register** and a **Level 2+ Action Plan** will be written by school staff, alongside parents and the child. For some children, we will access support from other professionals including Speech and Language Therapists, Occupational Therapists, Physiotherapists and Specialist Teachers. Their advice will be used to inform the Level + Action Plan. Most children who have SEND, have their needs met through this level which is known as **SEN Support**.
- **Level 3** – If the child does not make adequate progress, despite appropriate support, we will seek the specialist advice of an Educational Psychologist. If the child is seen by an Educational Psychologist, a **SEN Support Plan** will be written by the school using the information from the Educational Psychologist's Report. The SEN Support Plan will identify longer term targets and be used to inform the **Level 2+ Action Plan**. If there continues to be concerns about the progress of a child or the complexity of their needs, a request will be made for an **assessment by the Local Authority** for an Education, Health and Care Plan.
- **Level 4** – A child will be placed at **Level 4** if the Local Authority agree to issue an **Education, Health and Care Plan**. This plan is for children and young people aged up to 25 years who need more support than is available through SEN Support. Education, Health and Care Plans identify educational, health and social needs and set out the additional support to meet those needs.



Our mission:

'Working together to achieve success'

- As active and healthy **individuals** who are inquisitive, have the belief to try new things and manage risks safely.
- As resilient, confident and independent **learners** who strive to achieve their best.
- As **honest, courteous** and **kind friends** who **respect** and value difference and have the **courage** to challenge discrimination.
- As active and **responsible** and **respectful citizens** who have a positive impact within their school, community and wider world.

Children at **Level 2 and Level 3** are identified as receiving ‘**School Support**’. Those children at **Level 4** are identified as having an **Education, Health and Care Plan**.

### **How does the school know if pupils need extra help?**

All teachers at Mossagate Primary School are responsible for identifying pupils with SEND and, in collaboration with the SENDCO, will ensure that those pupils requiring different or additional support are identified at an early stage.

At Mossagate Primary School, we will monitor and review the progress and development of all children throughout every year. Pupils are identified as having SEND in a variety of ways, including:

- Liaison with the previous setting such as pre-schools, nurseries or schools
- Concerns raised by parent/carer
- Concerns raised by a teacher
- The pupil is performing significantly below the expected levels
- Liaison with external agencies e.g. Educational Psychologists, Paediatricians, Physiotherapists
- Use of our Additional Needs Continuum
- Use of our Well-being Continuum

We believe early identification is vital. The SEND Code of Practice (2014) states, ‘For some children, SEN can be identified at an early age. However, for other children and young people difficulties become evident as they develop’ therefore we continually monitor the progress made by individuals throughout their time here. The school uses appropriate screening and assessment tools from both in school resources and, where needed, outside agency support. By gaining accurate and informative assessments, the school can gain an understanding of the child’s needs, which enables the planning and delivery of effective adjustments, support and interventions.

If we believe that your child has additional needs, we will invite you to attend a meeting where we will share our concerns. During this meeting we will work together to complete an ‘**Initial Assessment Form**’. This form will be used to collate past and current information about your child in a number of areas including:

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

The information shared will be used to identify areas of need. Following this meeting, school, alongside parents will decide on an appropriate course of action including whether to place the child on the **SEND Register**. If the child is placed on the SEND Register, a **Level 2+ Action Plan** will be written alongside the parents and with the input of the child.

### **What should I do if I think my child has SEND?**

- At Mossagate Primary School, we have an ‘open door’ policy and encourage parents who have concerns to come into school and discuss them with the class teacher and/ or SENDCO.
- If you, as a parent/carer, have concerns regarding your child’s progress, then you should make an appointment to see the class teacher along with the school’s Special Educational Needs and Disability Co-ordinator (SENDCo) Mrs Nicola Boswell or our Inclusion Leader, Mrs Helen Taylor. They can be contacted on 01524 850736 or via the school office, email [bursar@mossgate.lancs.sch.uk](mailto:bursar@mossgate.lancs.sch.uk).
- During the meeting an **Initial Assessment Form** will be completed to identify the areas of need. School alongside parents/ carers will decide on an appropriate course of action including whether to place the child on our **SEND Register**.

### **How will I know how my child is doing?**

We will formally share information about your child’s progress at least 3 times per year. These meetings will usually be aligned with our school cycle of discussions with parents of all pupils. You may also attend TAF (Team Around the Family) meetings with the SENDCO and other professionals involved or have regular meetings with the SENDCO. During these meetings, your child’s needs will be discussed and actions agreed by all parties involved.

## **What is Mossgate's approach to teaching children with SEND?**

Mossgate Primary School understands that it is the responsibility of all teachers to cater for the special needs of our children within their classes on a daily basis. The class teacher caters for the child's needs through the delivery of the curriculum throughout the day. Interventions, either one-to-one or small group, are delivered either by the class teacher or a teaching assistant. Examples of the different types of support and interventions (A Graduated Approach) can be seen in the appendices of the SEND policy. This is overseen and monitored closely by the SENDCo (Mrs Boswell) and Inclusion Leader (Mrs Taylor).

Following identification of SEND we follow a cycle of '**Assess, Plan, Do and Review**' to produce **Level 2+ Action Plans**. This approach enables staff to identify the children's areas of need, plan a programme to address the need, give time to deliver the programme and then review its impact against the targets. Staff continually monitor the impact of the strategies and adapt if necessary. The children and parents/ carers play an active part in this process.

- **Assess** - Identify strengths and barriers to learning (area of need/s). This is based on assessments and observations.
- **Plan** - SMART targets are identified which link directly to the area of need/s.
- **Do** – Strategies, interventions and adaptations are identified. Included within this situation you will see, 'Quality First Teaching' (what will happen in lessons across the school day), 'SEN Support' (intervention/ 1:1 support) and 'Support from Home' (how parents can support their child in working towards the target).
- **Review** – Targets are then reviewed alongside parents and the child during a progress meeting which will usually be held alongside our usual cycle of discussion with parents.

## **How will the curriculum and learning environment be matched to meet my child's needs?**

- The curriculum and classroom provision will always be considered for children with SEND. We always aim to meet the needs of the child and will regularly review this.
- Our approach is based on our graduated response however, how we meet your child's needs will be dependent on the individual.
- Children with SEND participate fully in the whole curriculum and advice is sought to ensure this is achieved in the most effective way. It is the class teacher's role to differentiate resources and activities to ensure that all children can access the learning. This means that teachers may plan visual, auditory or kinaesthetic activities; small group or 1-1 learning; over of learning topics; pre-teaching content or vocabulary; and provide additional apparatus or materials.
- Alongside this, all children on the SEND Register have a Level 2+ Action Plan that identifies their individual next steps and the strategies, adjustments, support and interventions that should be used.
- Where needed, we work closely with specialist teachers to complete risk assessments for children with physical needs, and in advance of any off-site activity, such as swimming, a school visit or residential trip.
- Children with SEND will participate in activities and lessons alongside children who do not have SEND.

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

- Your child is entitled to reasonable adjustments being made to any school trip or to an equivalent alternative being offered. During the planning stage of any trip, the parents/ carers of a child with SEND may be consulted about how best to include their child whilst staying within health and safety guidelines.
- Alternative arrangements can be made at playtimes and lunchtimes to ensure that all children are included such as, lunchtime clubs and additional supervision to support social skills.
- Alternative arrangements can be made for children at the start and end of the school day if required.

## **How do we know if what we provide for the children is effective?**

We assess the effectiveness of support by:

- Gathering feedback from the child during pupil discussions and through the evaluation of Level 2+ Action Plan.
- Gathering feedback from the parents/ carers about the progress their child has made and through the evaluation of Level 2+ Action Plan.

- Monitoring progress against national expectations.
- Verbal feedback from the teacher, SENDCO or external agency.
- Formal or informal observations of the pupil at school.
- If pupils make sufficient progress, they may be removed from the SEND Register and return to Level 1 on our Continuum of Need.
- We monitor the impact of interventions and provision through regular assessments as well as looking at progress towards individual targets.

This information is shared with the Senior Leadership Team and the Governors.

**How are the staff trained and kept up to date and if we need more expert help and advice, what do we do?**

At Mossgate Primary, we have a dedicated Special Educational Needs Co-ordinator, Mrs Boswell. She is an experienced teacher who attends regular update meetings and training within the area of SEND and shares the relevant information with staff. Mrs Boswell has completed a combined degree in Education and SEND and has completed the National Award for SEN Co-Ordination.

We are committed to ensuring all staff are trained to meet the additional needs and their knowledge is updated when necessary. We complete both in-house training as well as training provided by external agencies. This training is linked to the needs of the children within our school.

As a school we work closely with a range of external specialist services which are relevant to our pupils needs. We dedicate part of our budget to external agency support to ensure children can be assessed accurately and, in turn, staff can receive the appropriate training and support. The support we buy in includes Speech and Language Therapists, Educational Psychologists, Emotional support such as counsellors and Specialist Teachers.

Further advice and assessment is also provided through liaison with outside agencies such as the SEND Local Authority Team, Speech and Language Therapy, Physiotherapy or Occupational Therapy. If additional guidance is required school can access Educational Psychology and Children's Adolescent Mental Health Service support (CAMHs).

We have weekly mental health support which is provided by The Mental Health Support Team. They also provide staff training and parent workshops.

We have a weekly staff meeting where all staff attend and updates are given.

All staff undertake regular Safeguarding Training and are informed of updates in safeguarding training and best practice.

Mrs Boswell attends Local Authority SENDCO meetings where she is kept up to date with current SEND best practice.

**What support will there be to provide for my child's overall well-being including their social and emotional development?**

- Our staff team believe in building high quality, positive relationships with the children in order to develop high self-esteem.
- The class teacher has overall responsibility for your child's wellbeing whilst in school, and as such will be your first point of contact. The class teacher will liaise with the SENDCO for additional support with any pastoral care.
- Mindfulness activities are planned and delivered across the school.
- We have the support from the Education Mental Health Team who provide weekly, 1:1 and group support to children who are identified as having emotional needs. Our practitioners also provide support to parents through 1:1 and group sessions as well as workshops for parents.
- As a school we have a very positive approach to behaviour management. If a child has needs which impact on their behaviour, this will be included as a target within their Level 2+ Action Plan. This plan identifies the areas of needs, targets and the strategies that should be used to support the child in achieving the targets.

- Attendance of every child is monitored on a daily basis by the office staff and class teachers. Lateness and absence are recorded. Support is given to families if attendance is an issue. This could be through the use of '**Emotionally Based School Avoidance**' resources.
- Playtimes are supervised by teachers and teaching assistants. If there are children who require additional support at these times, staffing is altered accordingly so that social skills groups can take place.
- Parents can access the Anti-Bullying Policy on the school website.
- Our Values Curriculum and PSHCE curriculum also support the anti-bullying message.
- All medicine is recorded in a medicine folder along with dosages and frequency and parents sign medical forms to grant authorisation to the school to administer to their child. All medicine that is brought into school is kept safe in a locked medicine cabinet.
- If a child has medical needs, they may require a Health Care Plan. This will be drawn up through discussion with the parents and school nurse. Any specific needs will also be shared with all staff members to ensure all staff are aware of a child's specific health needs as necessary.
- A list of first aiders is kept next to first aid boxes in corridors and shared learning areas. When required, specific medical training is provided by the school nurse to ensure the relevant staff are aware of the appropriate action or medical procedure required.
- We have close links with the school nursing team. Support can be accessed via referral from school or self-referral.
- Children who require speech therapy, physiotherapy or occupational therapy will initially be seen at the appropriate clinic but therapy can be provided in school if agreed by the parents and the appropriate therapist.
- Individual risk assessments are completed where required. All trips are risk assessed using the Evolve Website.
- The school has strong links with a number of external agencies who support children and families including Child Action North West, Banardo's, New Start and Encompass. These agencies provide a wide range of support including family support, counselling, play therapy and behaviour management strategies.
- At Mossgate, we work alongside a Mental Health Practitioner from the Mental Health Support Team. The practitioner provides early help and interventions to children who are experiencing difficulties with their mental health. They also support school staff and parents. Children can be identified by both school and parents/ carers.

### **How does the school manage the administration of medicines and providing personal care?**

Please ensure that you have made the school aware of your child's medical needs by speaking to the class teacher or SENDCO. Please complete all of the relevant medical information on the enrolment form so that we can support your child during their time at our school. For children with more complex medical needs, a meeting will be held to ensure that the school has the most up to date information. During the meeting, a Health Care Plan will be written and appropriate provision will then be put in place. Please also let your child's class teacher and the SENDCO know if your child develops medical needs during their time in school.

The school has adopted Lancashire County Council's First Aid and Medicines policy that it strictly adheres to and under certain circumstances medicines can be administered after consent forms have been completed. First Aid training and specific medical training for supporting children with medical needs is co-ordinated by the Deputy Head and reviewed regularly

A number of staff have completed Paediatric First Aid training. This enables the school to always take a first aider on trips and every phase in school to have a first aider available.

### **How does Mossgate involve children in their education and in the decision making process?**

- Involvement in writing targets on Level 2+ Action Plans and also reviewing their progress towards the target.
- Feedback on their progress, what works for them and what they feel their next steps should be.
- Involvement in TAF meetings.
- Involvement in Annual Reviews for those children with an EHC Plan.
- Taking an active part in all lessons.
- Responding to marking and feedback.

- Reflecting on their learning and sharing how they feel they are progressing during the course of their daily learning journey .
- Contributing to the 'All About Me' profile prior to a request for Statutory Assessment.
- Taking part in our Mossgate Pupil Parliament.
- Taking part in a pupil questionnaire which offers their viewpoint on different aspects of school.
- Pupil conferences where children can discuss their strengths and next steps in small groups alongside the class teacher.

### **How will the school support my child in starting school and moving on?**

- Parents are invited to meetings before their child starts school to share information about home and school. Home visits are offered and the Reception staff visit nursery providers to meet the children before they start at Mossgate. Transitions take place so that the children meet staff, their peers and familiarise themselves with the classroom environment. Children start school part time for the first two weeks to allow them time to settled in. Parents can discuss with the Head Teacher if they feel that their child would benefit from a longer transition period.
- **Moving year groups:** Transition meetings are held each year to ensure information is passed from one teacher to another. Children also spend transition days with their next class teacher near the end of the Summer Term.
- Teachers hold 'New to Year Group' meetings at the start of each academic year to provide parents/ carers with information about that year group.
- **Year 6:** Access arrangements are used for children who need additional support when sitting examinations such as SATs. This includes one to one support when necessary, timed breaks, additional time or working in a quiet setting in a small group to aid concentration.
- Each year, pupils visit their forthcoming Secondary school for taster sessions and also Secondary Teachers from the local schools visit to help ease transition from Year 6 to 7. Those who would benefit from additional transition sessions are identified and a programme of visits is organised during the summer term.
- Transition meetings between parents and staff from both schools can also be arranged as necessary. If a child has an EHC Plan, the SENDCo from their high school will be invited to attend the Year 6 Annual Review.

### **How accessible is the school both indoors and outdoors?**

To ensure all access for pupils and parents with disabilities the school has ensured that all doorways and entrances to the school via the Main entrance and Key Stages 1 and 2 doors are on a single level and wide enough to accommodate a wheelchair if necessary. The office area has a lowered hatch area which is more accessible for disabled visitors. We have two accessible disabled toilets which are available for wheelchair users if the need should arise.

Parking is to the front of the school with two designated disabled bays.

Specific personal needs are met at every level and new needs would be addressed for future pupils or adults if the needs arose and the relevant professionals will be sought. Parents will be consulted to remove all possible barriers to learning. Class risk assessments ensure daily monitoring of a safe environment.

The governing body recognises its three key duties towards disabled students:

- not to treat disabled students less favourably for a reason related to their disability;
- to make reasonable adjustments for disabled students so that they are not at a substantial disadvantage;
- to plan to increase access to education for disabled students.

We recognise our general duty to:

- promote equality of opportunity between disabled people and other people;
- eliminate discrimination;
- eliminate harassment related to a disability;
- promote positive attitudes towards disabled pupils.
- encourage participation by disabled people in public life

The Single Equalities Action Plan which incorporates the Accessibility Plan for this year can be found under Inclusion on the website.

### **How are the school's resources allocated and matched to pupils' SEND?**

Each cohort is reviewed on an individual basis and resources are allocated depending on the level of need within a particular cohort. This is reviewed at least termly to ensure that the needs of each cohort are being met. Staff meet with the Senior Leadership Team to discuss each individual's achievement on a half termly basis. Resources are allocated depending on the level of need within a class.

### **How are decisions made about how much support my child will receive?**

The school operates a graduated response to children's additional learning needs. Initially support will be provided through differentiated tasks with the classroom. Further support can then be provided through small group activities that are additional to the resources provided for all children. If children requires a higher level of support, they will then receive individual support to address their specific areas of need. This may be provided by someone in school or an external professional such as a Speech Therapist. In addition to this support, adaptations may be made to the classroom environment and additional resources used to support your child. Decisions are made based on the progress your child is making. Progress will be identified and monitored through the 'Assess, Plan, Dom Review' cycle.

### **What should I do if I have a concern or complaint about the provision for my child?**

As a school, we pride ourselves on listening to our school family and acting upon any issues raised.

Complaints concerning Special Needs Education should be directed firstly to your child's class teacher or SENDCO (Mrs Boswell). If you are not satisfied that your concern has been addressed, speak to the Inclusion Leader (Mrs Taylor) or the Head Teacher (Mr Smith). If you still feel the issue is not resolved, the SEND Governor of the school Julie Ashton can be contacted via the School Office.

### **How do you involve other bodies in meeting the needs of children with SEND and in supporting their families?**

We engage with and access support from a range of outside agencies including:

- Lancashire Inclusion and Disability Support Service
- Longlands Child Development Centre
- Paediatric Therapy Services
- CAMHS
- Steeping Stones Outreach
- Mental Health Champions Network
- Children and Family Wellbeing Service
- New Start
- Educational Psychology Services
- Inclusion Solutions Specialist Teachers
- Mental Health Support Team - Barnardo's

### **Where can I find the contact details of support services for the parents of children with SEND?**

- Contact details for Lancashire County Council's Information, Advice and Support Team (IAS) can be found at <https://lancssendias.org.uk/>
- If you require any support in accessing this, please ask to speak to Mrs Boswell who will be able to help you.
- Information about local events for parents and/ or children with additional needs are posted on our school Facebook page.
- Mrs Boswell will also be able to signpost you to other organisations who may be able to offer support.

### **Where can I find information about the authority's Local Offer?**

As part of Lancashire County Council, the Lancashire Local Offer should be your first point of reference for any further information. This can be found at: <https://www.lancashire.gov.uk/children-education-families/special-educational-needs-and-disabilities/>

## Monitoring and Review

Monitoring is the responsibility of the Headteacher, Governors (through the School Improvement Committee) and leader with responsibility for SEND. Staff, parents and pupils have been consulted. The policy will be reviewed annually.

The school is aware of our legal duties under the Equality Act 2010, to promote equality of opportunity and to reduce discrimination.

Reviewed by the Subject Leader:	Approved by Governors:	Next review date:
Autumn 2022	Autumn 2022	Autumn 2023