



Our Lady Immaculate Catholic Primary School

OUR SCHOOL OFFER FOR CHILDREN AND YOUNG PEOPLE WITH SEND

We are a Catholic school and our mission is to develop a Christ centred community which recognises Christ's love in every person and reflects the gospel values in the life and development of each child in our school

As a Catholic school everything we do is underpinned by *Gospel Values*. Our *School Mission Statement* is: ***One Family Living and Learning Together in Faith.***

1. How does the school know if young people need extra help and what should I do if I think my child may have special educational needs?

- All pupils are rigorously tracked in literacy and numeracy. If there are concerns about progress or if any child needs extra support then this is identified early and acted upon. This may mean small group intervention or individual support.
- Termly Pupil Progress and SEND (special educational needs and disability), pupil progress meetings; carefully monitor and track the progress of individual pupils throughout the year. In these meetings children are discussed as to whether they will meet their end of year targets. At this point your child may be identified for a long or short term intervention to support them in their learning.
- These interventions may be daily, two or three times a week or weekly and will vary from ten minutes to approximately forty minutes, depending on the intervention/need of the pupil. Teachers monitor the success of these interventions and make judgements upon their effectiveness by closely monitoring the impact on pupil's

progress.

- In our school we have a cause for concern sheet which teachers can use to refer pupils to the Special Educational Needs Co-ordinator (SENCO) who we may have concerns about their progress. The class teacher or the school SENCO will then arrange to meet with the parent and discuss any concerns and any possible action to be undertaken as a result. These children will receive School Support.
- If your child is new to our school then progress will be discussed with you as the child's parent/carer. We will also contact your child's previous school or nursery to gain information in relation to your child's progress in that setting.
- If you have concerns or you think your child may have additional and/or a special need that has not already been identified by the school, then an appointment can be made to see the class teacher in the first instance.
- The class teacher will then discuss any concerns with the Special Educational Needs Coordinator (SENCo) and or the Headteacher. Any actions will be discussed with you and implemented as appropriate.

2. How will school staff support my child?

- All teachers use high quality teaching and adapt activities to support all pupils within their classes Pupil progress is closely monitored and tracked; however if there are still concerns regarding your child's progress, your child may be added to the SEND list. An Individual School Support Plan, will then be put into place. Parents and pupils will be invited to be part of this process.
- Class teachers and support staff work closely with the school SENCO to ensure the needs of all children are identified early and support strategies are put in place.
- As well as support in school, some children may require the support of additional outside agencies. Outside agencies may offer school advice about strategies to support the child or they may work directly with the child and/or their family.

- Agencies to support children may include, for example; School Nurse, Speech and Language Therapy, Educational Psychologist, Community Paediatrician, Occupational Therapy, Physiotherapy, Specialist School Support etc. The frequency of the support your child receives will depend upon their level of need.
- Except in exceptional or extenuating circumstances, any involvement from outside agencies requires signed permission from the child's parent/carer.
- The child's parent/carer would be involved at every stage of the process. School staff work very closely with all agencies to ensure all advice given to the school to support a child is carried out and monitored.
- Some children may require an individual plan to support their progress. The class teacher will share and discuss this with the child's parent/carer and also with the child. This ensures that both parents/carers and the child have an input into and an understanding of their targets. This will be shared with the child in a way that is appropriate to their age and stage of development.
- School have staff trained in Numbers Count and Reading Recovery to a high level. They can identify and support children with needs.
- Currently we receive outreach support and advice from the following specialist schools: Abbots Lea, Bank View and Ernest Cookson.
- We also receive support from the Educational Psychology Service and SENISS (Special Educational Needs Integrated Support Service).

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

- The school recognises that children are at different levels in their learning and also learn in different ways. Work is differentiated according to need. To support all children the school delivers an exciting, challenging and experiential curriculum which is taught in a variety of different ways. Both formal and informal assessment and careful analysis procedures, ensure children's individual needs are met. We offer small group support and individual support to our pupils when needed.
- These interventions may be daily, two or three times a week or weekly and will vary from ten minutes to approximately forty minutes, depending on the intervention/ need of the pupil. Teachers monitor the success of these interventions and make judgements upon their effectiveness by closely monitoring the impact on pupil's progress.
- As a school we are keen for all children, supported by knowledgeable staff, to develop a 'skills based' approach to learning. This enables children to become independent learners and develop an enthusiasm for life-long learning.
- We understand that children learn at their own pace so we closely monitor progress using Individual School Support Plans (key Stage 1 and 2), or Play Plans in EYFS. All parents are invited to contribute to their child's Action Plan and we will keep you informed of any progress that is made in meeting the targets in the plan termly.

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

- As a Catholic school everything we do is underpinned by *Gospel Values*, our *School Mission Statement* and our School Motto, ***One Family Living and Learning Together in Faith.***
- Children's emotional and physical wellbeing is of paramount importance, as is the safety of all children and adults in our school community. All Safeguarding procedures are robust.
- Children are treated respectfully and their opinions are valued. Children are taught, through a variety of lessons and activities, how to keep themselves and each other safe. Children know who they can talk to if they have a worry or concern.
- Foundation Stage and Key Stage 1 have assigned Paediatric 'First Aiders' to attend to children when necessary. All Teaching Assistants have first aid certificates. We have a defibrillator in school. A large team of support staff have received defibrillator training, (12 staff).
- We also have a shower room and changing facilities for children's use if required.
- Attendance and punctuality are monitored closely to ensure all children are receiving their full entitlement to education. Our Learning Mentor works very closely with the school Leadership team and school Educational Welfare Officer (EWO), to track children's attendance from across the school.
- The school will keep in close contact with you about your child's overall wellbeing. To support the development of positive behaviours and friendship groups we have Playground Friends which is a Buddy System where older pupils ensure that children are engaged in positive play and quieter children are not isolated. We have lunchtime clubs for Key Stage 1 and 2 children. They support children in building friendships and for those

children who can find unstructured playtimes difficult.

- R Time Club, is led by our Learning Mentor and Teaching Assistants in school. It is used to enable children to be ready to learn at the beginning of the school day. The club meets daily and parents are invited to coffee afternoons to drop in and see how well their child is doing.
- We use Circle Time to ensure that all children have a voice and are listened to. It is led by the Learning Mentor, Teaching Assistants and Teachers.
- Our School Council meets regularly, allowing for our pupil voice to be heard and acted upon. The pupils are involved in fundraising, developing new initiatives and reviewing current practices.
- Our School Oratory – small chapel; allows for quiet reflection and prayer throughout the day for children who may feel sad or troubled. Our Chaplaincy Group meets regularly to plan and prepare collective acts of worship for children and our families.
- We have a school nurse “drop in” session for parents and carers. Named staff can only supervise children administering medicines with parental permission; and on completion of appropriate signed paperwork from the child’s parents; and a signed letter from their child’s GP.
- Our school based Family Social Worker, is available to work with individual children and families as and when the need arises. She offers a drop in session for a cup of tea or coffee; as well as facilitating self-help groups of parents of children with particular learning needs from across the school.
- We have named Safeguarding Officers and all staff are regularly trained in child protection and care and control.
- We regard highly the overall well-being of the child by engaging children in a range of physical activities.
- Breakfast Club and After School Club can be accessed by families. Please contact school for further details.

5. What specialist services and expertise are available at or accessed by the school?

- The school has access to specialist support from Special Schools for children with Social, Emotional and Behavioural Difficulties, children with Learning Difficulties and Children with a diagnosis of Autistic Spectrum Disorder.
- The school belongs to SEN consortia where we meet with other schools in the local area and discuss the best way to support our pupils.
- The school receives support from the Educational Psychology Service and SENISS (Special Educational Needs Integrated Support Service).
- We can make referrals, with your consent, to many specialist services including CAMHS (Child and Adolescent Mental Health Service) and SLT (Speech and Language Therapy Service).
- School staff are trained in a variety of specialist areas such as Reading Recovery and Every Child a Counter: school can access the expertise of teachers from other schools in their Primary Consortia.

6. What training are the staff supporting children and young people with SEND had or having?

- The SENCO attends Local Authority Briefings to keep up to date with any legislative changes in SEN. Relevant information is fed back to staff.
- The SENCO and support staff can access training through our primary Consortia.
- All staff in the school receive training to meet the needs of all the children attending the school at any point in time. This may include Speech and Language Training, ASD/ADHD awareness training, Down's syndrome

training, 1st Class @ Number, Numbers Count, Success in Arithmetic and Reading Recovery... etc. training provided responds to the needs of the children and the staff at any given time.

7. How will my child be included in activities outside the classroom including school trips?

- Where possible, provision will be made for all pupils to access all areas of the curriculum including extra-curricular activities. We will always contact you before a planned activity if we think your child may require additional support to meet required health and safety standards. This may involve a specific risk assessment to identify any additional support needs your child may have to ensure full participation.
- Before all off site activities/trips, a risk assessment is undertaken.
- If your child has particular needs you may be invited to accompany your child on the activity/trip; so that they can access the trip/visit.

8. How accessible is the school?

- The school is built into the side of a hill and is on many levels which makes accessibility for wheelchair users difficult.
- Wheelchair access is only possible through the main entrance where there is a disabled toilet. Due to the relief of the site steep gradients are encountered throughout.
- Any pupils in a wheelchair would have to be located in a designated room to the ground floor where access is available. There is no lift provision.
- We have a teaching assistant who supports our EAL children (English as an Additional Language). We also access support from the LA, (Local Authority) as required to support our families and children in learning

English as an additional language through EMTAS.

9. How will the school support my child to join the school and how will the school support my child in transferring to the next stage of education?

- We develop a transition plan in partnership with you, your child, the new setting and specialist staff supporting your child to ensure that they enjoy a smooth transition.
- You will be invited to look around the school and meet senior staff. Your child will also be invited to visit and stay for a short session before starting school.
- You will be invited to a meeting with the Head Teacher and SENCO prior to your child starting school.
- We will contact any early years settings, or other schools your child has attended to gather information about their needs.
- We will contact any specialist services that support your child and ask you to invite them to a Team Around the Child (TAC) meeting at school to ensure that we are working in partnership to achieve the best outcomes for your child.
- We support pupils moving to new settings and Key Stages by making opportunities available to them to attend the new setting for discreet activities, assemblies and playtimes.
- When appropriate a personal transition plan will be written. This will be in partnership with you, your child, the new setting/class and staff supporting your child to ensure that they enjoy as smooth a transition as possible.
- For children in Year 6, a SENCO transition meeting takes place each summer term where information is passed to the receiving secondary school.

10. How are the school's resources allocated and matched to a child's or young person's special needs?

- The school's SEND budget is allocated to meet the needs of the children on the SEND Register.
- The budget is allocated to ensure that children's individual needs are met in relation to specific interventions and programmes as appropriate.
- The progress and attainment of all children is tracked and resources are allocated according to need.
- The SEND budget is used to ensure that school staff are qualified and trained to support your child and to purchase specialist help if needed. For example, we purchase a Service Level Agreement with SENISS to support children who have specific learning difficulties or additional Educational Psychologist time.
- We also use the budget to ensure that children's individual needs are met from specific interventions and programmes, where appropriate.
- The budget is also used to ensure Teaching Assistant support for specific interventions for groups of children.
- The Governors are fully informed regarding the allocation of funding and its impact. They are kept regularly updated regarding special needs provision throughout the year.
- We have a designated SEND governor who meets with SENCO to review the schools needs and proposed developments.
- For the development of overall physical well-being we have been allocated P.E. and Pupil Premium Funding for the years 2015-16.

11. How are parents involved in the school? How can I be involved?

- In school we adopt a graduated response to meeting a pupil's need. This means we record concerns about a pupil at pupil profile meetings and determine a timescale for a classroom based intervention and expected outcome.
- All children's progress is tracked and monitored. As noted above, if a child's progress is giving any cause for concern then the class teacher will consider implementing an intervention programme. This may be in relation to e.g. literacy, maths or social and emotional wellbeing.
- The impact of all interventions are measured and monitored closely. We will always plan your child's support with you, review progress and try to meet needs within our own resources.
- If your child requires additional specialist support we will discuss with you the pathways to more specialist support/provision.
- If, following interventions a child's progress continues to give cause for concern, the child's class teacher and/or the SENCO will discuss next steps with the child's parent/carer. If it is felt a child requires further additional support school will discuss with you the pathways to more specialist support/provision. If appropriate school will access further support from outreach services at the Primary Consortia.
- We also have a parent's support group for children with ASD, which is facilitated by our school - based Family Social Worker. The group regularly meet for a cup of coffee and chat.
- We have a parent's room which is available to all.

12. Who can I contact for further information?

- Senior school staff and teachers meet and greet the children and parents/ carers each morning and likewise at the end of the school day.
- We regularly invite parents to a variety of events throughout the year for example; coffee mornings, topic days, Religious celebrations and assemblies...
- We invite specialist agencies into school, to talk to you about how they can support you and your child.
- In Foundation Stage we hold “stay and play” sessions, where you can come in and stay with your child for a morning or an afternoon.
- In Key Stage 1 we invite parents in to school to observe “letters and sounds” lessons and take part in Better Reading Partnership Training.
- We hold regular parents meetings for you to talk to your child’s teachers about their progress and attainment. Parents receive a target report in Autumn, a mid- year report in Spring and a final report in the Summer term. In the Spring Term our Year 6 teachers hold parent and child consultation meetings, where progress towards their Autumn and end of year targets are discussed.
- We are happy to offer individual appointments to discuss specific issues with you about your child’s progress and their learning.
- Our Learning Mentor is available to work with groups of children and support families.
- We have a school based Family Social Worker who works two days a week who is available to have a quiet chat, seek advice and or ask for support.

- We have a monthly school nurse “drop in” session for parents and carers.
- We have an open door policy.

Links to our Outreach Support Providers:

Abbots Lea School

www.abbotsleaschool.co.uk

Bank View High School

www.bankviewhighschool.com

Ernest Cookson School

www.ernestcooksonschool.co.uk

Who can I contact for further information?

Who would be the first point of contact if I want to discuss something about my child?

If you would like to talk to a member of staff please contact your child's teacher, Mrs J Brown (School SENCO), or Mrs. C Sergeant (Head Teacher.)

If you would like to discuss any of the provisions that we offer at Our Lady Immaculate Catholic Primary School, please contact the school on 0151 260 8957.

If you require more information about our school please go to our school website:

www.oliprimaryschool.co.uk.

The Local Offer can be found in the Family Services Directory on the city council website:

www.liverpool.gov.uk

