

Gillingstool Primary School's

Special Educational Needs Information Report

Welcome to our Special Educational Needs Information Report. All Governing bodies of maintained schools, nursery schools have a duty to publish information on their website about their policy for pupils with Special Educational Needs/Disabilities (SEND). At Gillingstool Primary School we are committed to working together with all members of our school community. We work in partnership with parents, governors, children and a range of outside agencies to ensure every child receives a happy, supportive and enriching learning journey with us.

The objective of this report is to provide information on our key members of staff, our provision, agencies that support us and answers to questions frequently asked by parents and children.

Members of Staff

If you have any questions regarding Special Educational Needs and Disability (SEND) provision at our school, the best people to contact are:

Head Teacher: Mrs Caroline Carter

Special Educational Needs Co-ordinator (SENCo): Mrs Heather Whittard Jones.

Your child's class teacher.

The School's Special Educational Needs/Disabilities Governor.

Our contact details are:

School phone number: 01454 866527

If we are unavailable at the time of your phone call, please leave a message with the staff in the office. We will get back to you as soon as possible. This is a friendly school and staff are keen to work in partnership with you.

The Provision we offer:

At Gillingstool we place great value on ensuring that our children are included and able to participate in all activities that we offer. We place great emphasis on high quality first teaching for all our learners. We regularly monitor the teaching and learning in our school.

We value creating a learning environment which is flexible enough to meet the needs of all members of our school community.

We provide what is known as a 'Graduated Approach' to helping our learners. This includes our working with different outside agencies to ensure the correct provision is put in place for individual children. These agencies also provide guidance and training for our staff. Links to copies of our Graduated Approach and our work with outside agencies can be found under the 'Questions frequently asked by parents' section below.

Questions frequently asked by parents:

How will the school let me know if they have any concerns about my child's learning in school?



If your child is identified as not making progress, the school will call a meeting to discuss this in more detail and to:

- listen to any concerns you may have,
- plan any additional support your child may receive,
- discuss any referrals to outside professionals to support your child's learning.



How do I find out about my child's progress?

- Your child's progress is continually monitored by their class teacher.
- This progress is reviewed formally every term and assessed against the Foundation Stage Development Matters and Early Learning Goals in Reception and in KS1 and KS2 National Curriculum in reading, writing, numeracy and science.

- 'P' levels are used to assess progress where a child is significantly below national expectations (from Year 1 onwards)
- At the end of each Key Stage (i.e. at the end of Year 2 and Year 6) all children are required to be formally assessed using Standard Assessment Tests (SATS).
- Children's learning plans are reviewed, with your involvement, every term and updated.
- The progress of a child with an Education Health and Care Plan (EHCP) is formally reviewed at an Annual Review with all adults involved with the child's education.
- The Special Educational Needs Co-ordinator (SENCo) will also monitor that your child is making good progress.



How will the school cater for my child's well-being?

- At Gillingstool we follow a programme of Personal Social Health Education (PSHE) called Jigsaw. Included in this programme are a range of sessions that help our children to understand their feelings and how to cope when things don't go to plan.
- For children that need a bit of extra support managing their emotions and anxieties we have an Emotional Literacy Support Assistant (ELSA) specialist who can provide 1:1 or group sessions.
- Our School Counsellor is available to support children who need more specialist input.



What training do the staff receive to help children with Special Needs?

- A training plan is produced to improve the teaching and learning of all children, including those with special educational needs (SEN.) This plan is continuously reviewed and adapted to ensure that staff are confident in meeting the needs of our SEN children.
- Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs of specific children in their class.



What is the role of the Special Educational Needs Co-ordinator?

The Special Educational Needs Co-ordinator's (SENCo) role is to support the class teacher in planning for children with any additional needs, by:

- Co-ordinating all the support for children with special educational needs (SEN) and disabilities and developing the school's SEN Policy to make sure all children get a consistent, high quality response to meeting their needs in school.
- Ensuring that parents are:
 - involved in supporting their child's learning
 - kept informed about the support their child is receiving
 - involved in reviewing their progress
- Keeping in touch with all the other people who may be coming into school to help support your child's learning e.g. Speech and Language Therapy, Educational Psychology etc.
- Updating the school's SEN register (a system for ensuring all the SEN needs of pupils in this school are known) and making sure that there are excellent records of your child's progress and needs.
- Providing specialist support for teachers and support staff in the school so they can help children with SEN in the school achieve the best progress possible.



What is the role of the Special Needs Governor?

Governors have a responsibility to deliver the best outcomes for all pupils including those with special educational needs (SEN). The SEN Governor:

- Keeps up to date with training provided by the local authority.
- Meets with the SENCo on a number of occasions over the year to discuss SEN developments in the school.
- Visits classrooms with the SENCo to see special needs in practice.
- Reports regularly to the governing body.



Is the school accessible to children with special needs or disabilities?

- The building has no limitations for those with physical disabilities as we share our building with New Siblands Special School and the entire building, opened in 2010, meets the requirements of all new special schools.
- All areas of the school are fully accessible.
- We ensure that equipment used is accessible to all children regardless of their needs.
- After school provision is accessible to all children including those with SEN.
- Extra-curricular activities are accessible for children with SEN.



What are the arrangements for children with SEN when transferring between classes or between schools?

- When moving classes in school, all children take part in a class swap and any vulnerable children will be fully supported in feeling reassured during that time.
- If your child is joining our school, we are always pleased to meet parents of children with 'SEN' to discuss the transition into Gillingstool.
- If your child is in Year 6 and transferring to secondary school, arrangements will be made with the SENCo of that school to ensure that all important information is discussed and shared. Any appropriate records will be exchanged. Children will visit their new school during Year 6. Our aim is to support a smooth transition.

Some Further Information:

- **Should you wish to see our Graduated Approach, which includes the support from outside agencies, please click the link attached to this document.**

- The *Graduated Approach* document mentions Provision Maps for those needing additional school support. Should you wish to see an example of a Provision Map please click the link attached to this document
- We like to involve children in discussions about their learning. Our Pupil Profile is completed by the children. Should you wish to see an example of our Pupil Profile please click the link attached to this document.



QUESTIONS CHILDREN MAY WISH TO ASK

Our School Council have met to discuss the sort of questions they would ask if they were worried about starting a new school. These are their suggestions and their answers.

Q. What can I do if I'm upset/worried/angry?

A. You can speak to a teacher or our ELSA.

Q. What will help me settle in?

A. You will have a tour of the school with another child and they will show you how to find your way around the school.

Q. Will I have a buddy?

A. Yes, you will have a buddy in your class who can show you where everything is and what to do.

Q. Who should I ask for help in lessons?

A. You could ask your buddy, your friends, the teacher or the teaching partner.

Q. What ways do we learn in this school?

A. We work independently, in pairs and in groups. We are a team!

Q. What happens during the day?

A. We have a timetable. We learn, play, eat and have fun!

Q. What are the most important school rules?

A. Be ready, respectful and safe.

Q. What signs are there that I'm succeeding?

A. You know you're succeeding when your work is marked with green, you get praise and compliments, you receive postcards and certificates and you get chosen for hot chocolate with the head.

Q. What songs do you sing here?

A. We sing songs about our learning, songs based on the seasons and songs on our music scheme.

Conclusion:

We hope you have found this information report interesting and useful. If you cannot find an answer to a question you may have, please contact us and we will be happy to help you.

You are also very welcome to visit our school. Please contact us on 01454 866527 to arrange a day and time.

For further information do please look at our Special Educational Needs Policy and Accessibility Policy under School Policies on our website.

If you would like further information about the South Glos. Local Authority's Local Offer for children with SEND and their family please see the link below:

<https://find-information-for-adults-children-families.southglos.gov.uk/kb5/southglos/directory/localoffer.page?localofferchannel=0&channel=localoffer>

This revised Report was produced by the Special Educational Needs Co-ordinator and the SEN Governor with contributions from the School Council.

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