



Special Educational Needs and Disabilities Policy

January 2024

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Children First

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This policy applies to:

All Trust settings and any school converting into the trust since the last review and approval of this policy.

Where this policy states 'school' this means any of our educational establishments and the wider Trust.

Where this policy states 'Headteacher' this also includes 'Head of School' and 'Centre Manager'. Mowbray Education Trust (MET).

1. Aims

At Mowbray Education Trust we believe that all children are entitled to an appropriate and high-quality education regardless of need. Our SEND policy aims to support school teams to realise the Trust vision of Children First and place their education and wellbeing at the centre of decision making.

This policy will advise how the settings within the Trust support and make provision for pupils with special educational needs and disabilities (SEND)

We consider every teacher to be a teacher of every child, including those with special educational needs and disabilities. We have the highest aspirations and expectations for all children, including those with special educational needs. In fulfilling these aims we believe that pupils will achieve their best, become confident, independent individuals living fulfilling lives and make a successful transition to their next phase of education or employment.

We aim to achieve a community where parents, those working in school and specialists have a mutual trust and confidence in each other, created through clear, consistent approaches to communication and collaborative working, to ensure the best outcomes for children with SEND.

Each school provides a broad and balanced curriculum for all children. The Early Years

Foundation Stage and National Curriculum are our starting point for planning quality first teaching, which meets the specific needs of individuals and groups of children. When planning, teachers respond to children's diverse needs by challenging children at different levels and setting appropriate support. Some children have barriers to learning and this may mean they have special needs that will require particular action by the school.

Our aims are:

- To create a child centered environment that meets the special educational needs of each pupil
- To ensure that the special educational needs of children are identified, assessed and provided for as early as possible.
- To make clear the expectations of all partners in the process
- To identify the roles and responsibilities of staff in providing for children's special educational needs
- To enable all children to have full access to all elements of the school curriculum
- To ensure that parents are fully involved in supporting their child's education
- To ensure that the children and parent/carers have a voice in this process and are meaningfully involved in co-production of plans and outcomes

Our objectives are:

- To identify and provide for pupils who have special educational needs and additional needs. To work within the guidance provided in the SEND Code of Practice, 2014
- To operate a "whole pupil, whole school" approach to the management and provision of support for special educational needs
- To ensure the school has a Special Educational Needs and Disabilities Co-Ordinator (SENCo) who works to enable this policy.
- To provide support, advice and on-going training for all staff working with all pupils who may have special educational needs.

At some settings in the Trust there are specialist SEND provisions which provide for communication and interaction and cognition and learning needs. The application criteria for these settings are different to the Schools Admissions Policy agreed criteria.

2. Legislation and guidance

This policy and the school's information report are based on the statutory guidance contained in

- [Special Educational Needs and Disability \(SEND\) Code of Practice](#) and the following legislation:
- [Part 3 of the Children and Families Act 2014](#), which sets out schools' responsibilities for pupils with SEN and disabilities
- [The Special Educational Needs and Disability Regulations 2014](#), which set out schools' responsibilities for education, health and care (EHC) plans, SEN co-ordinators (SENCOs) and the SEN information report

- [Equality Act 2010 Advice for Schools](#) And the procedures stated in local policies
- MET - Safeguarding policy
- MET SCH - Accessibility plan

This policy also complies with our funding agreement and articles of association.

3. Definitions

A pupil has SEND where their learning difficulty or disability calls for special educational provision to be made for them. The SEND 0 – 25 Code of Practice states that a child has a learning difficulty or disability if he or she:

- has a significantly greater difficulty in learning than the majority of other 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.

This provision is different from or additional to that normally available to pupils of the same age. For some children, SEND can be identified at an early age, however, for other children and young people, difficulties become evident only as they develop.

The identification of SEND is built into the overall approach to monitoring the progress and development of all children. Class teachers will assess each child's skills and levels of attainment on entry, building on information from previous settings. Class teachers make regular assessments of progress for all children identifying where children are making less than expected progress given their age and individual circumstances. Where a child's progress is causing concern, this may be characterised by progress which:

- is significantly slower than that of their peers starting from the same baseline.
- fails to match or better the child's previous rate of progress.
- fails to close the attainment gap between the child and their peers.
- widens the attainment gap.

It can include progress in areas other than attainment – for instance where a child needs to make additional progress with wider development or social needs.

4. Roles and responsibilities

4.1 The SENCO

Each school has a Special Educational Needs Co-Ordinator (SENCo). In larger schools there may be an additional assistant SENCo and in some schools they may share a SENCo. The contact details for the SENCo will be found in the school's Information Report.

SENCOs will:

- Work with the headteacher, MET SEND Lead and SEND link Trustee to determine the strategic development of the SEND policy and provision in the school

- Have day-to-day responsibility for the operation of this SEND policy and the co-ordination of specific provision made to support individual pupils with SEND, including those who have EHC plans
- Provide professional guidance to colleagues and work with staff, parents and other agencies to ensure that pupils with SEND receive appropriate support and high-quality teaching
- Advise on the graduated approach to providing SEND support
- Advise on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- Be the point of contact for external agencies, especially the local authority (LA) and its support services.
- Liaise with potential next providers of education to ensure that the school meets its responsibilities under the Equality Act 2010 with regard to reasonable adjustments and access arrangements.
- Ensure the school keeps the records of all pupils with SEND up to date.

4.2 The SEND Link Trustee

The SEND Link Trustee will:

- Help to raise awareness of SEND issues at trust board meetings.
- Monitor the quality and effectiveness of SEND provision within the Trust and update the Quality of Education Committee on this.
- Work with the headteacher, SENCOs and MET SEND Lead to determine the strategic development of the SEND policy and provision in the school.

4.3 The headteachers

The headteachers will:

- Work with the SENCOs, MET SEND Lead and SEND link trustee to determine the development of the SEND information report and provision within the school.
- Have overall responsibility for the provision and progress of learners with SEND within their setting.

4.4 Class teachers

Each class teacher is responsible for:

- The progress and development of every pupil in their class
- Working closely with any teaching assistants or specialist staff to plan and assess the impact of support and interventions and how they can be linked to classroom teaching.
- Working with the SENCO to review each pupil's progress and development and decide on any changes to provision.
- Ensuring they follow this SEND policy.

5. SEND information report.

Each school will complete and publish a SEND information report. This will contain the following information and be available to view on the school website.

- Identifying pupils with SEND and assessing their needs.
- Consulting and involving pupils and parents.
- Assessing and reviewing pupils' progress towards outcomes
- Supporting pupils moving between phases and preparing for adulthood
- Our approach to teaching pupils with SEND
- Adaptation to the curriculum and learning environment.
- Additional support for learning
- Expertise and training of staff
- Securing equipment and facilities
- Evaluating the effectiveness of SEND provision.
- Enabling pupils with SEND to engage in activities available to those in the school who do not have SEND.
- Support for improving emotional, mental and social development.
- Working with other agencies
- Complaints about SEND provision.
- Contact details of support services for parents of pupils with SEND
- Contact details for raising concerns.
- The local authority local offer

The SEND information report will be reviewed annually by the SENCo and Headteacher of each school.

6. Monitoring arrangements

This policy will be reviewed by the MET SEND Lead **every year**. It will also be updated if any changes to the information are made during the year.

The policy will be approved by the Quality of Education Committee.

7. Links with other policies and documents

This policy links to our policies on

- Accessibility plan
- Behaviour
- Equality information and objectives
- Supporting pupils with medical conditions
- Supporting Children with Medical Needs Who Cannot Attend School

