

The Broxbourne School
Special Educational Needs and Disabilities ('SEND')
School's Information Report

How does the school know if children/young people need extra help?

The Broxbourne School regularly assesses pupils' needs using;

- Transition information from primary/secondary schools
- Staff observations, referrals and concerns
- Regular monitoring of pupil achievement
- Communication with parents and pupils
- Communication with external agencies

What should I do if I think my child may have special educational needs?

If you are concerned that your child may have special educational needs please contact our Special Education Needs Coordinator ('SENCO'), Ms Piggott, to discuss your concerns.

How will staff support my child?

- All teachers will ensure that pupils receive appropriate provision through a broad and balanced curriculum that is relevant and differentiated and that demonstrates coherence and progression in learning
- Subject teachers will ensure that robust procedures are in place to monitor, review and evaluate learning outcomes
- Learning Support Assistants observe pupils and provide regular feedback to the SENCO
- Form tutors work with pupils and Heads of Year on a daily basis to monitor and address individual needs
- Heads of Year encourage and monitor pupil involvement in extra-curricular activities
- The SENCO coordinates relevant testing and consults external advisors to plan, implement and review support tailored to the needs of individual pupils
- The quality of SEND provision is regularly monitored by the Special Educational Needs Coordinator ('SENCO')

How will I know how my child is doing?

- Regular marking and written feedback recorded in pupil books
- Three planned opportunities to meet with staff to review progress of SEND pupils over a year
- Annual review for pupils with an Education, Health Care Plan
- Annual Parents' Evening
- Form Tutor, Head of Year, class teacher or member of the Learning Support Team can be contacted via reception

How will the learning and development provision be matched to my child's needs?

- Careful planning by subject teachers and leaders to ensure appropriate access and achievement for all pupils
- The SENCO will advise on the 'Access, Plan, Do, Review' model of intervention to support pupils' needs
- The SENCO will consult relevant external advisors in response to identified needs
- The SENCO will monitor and evaluate the progress of pupils with SEND throughout the year
- Examination access arrangement assessments are used to identify pupils who require further support with examinations
- SEND Department run a number of clubs to support pupils with Literacy and numeracy
- Small groups of pupils receive additional support with literacy and numeracy in the course of the school day
- SEND Department run Social Skills Intervention

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

- Daily monitoring of pupils by Form Tutor, class teachers and Head of Year
- Careful monitoring of pupil involvement in extra-curricular activities
- All pupils participate in the school's PSHCE programme of study
- Individual Health Care Plans created to cater for individual health/medical needs
- All SEND pupils complete a pupil view questionnaire
- The school has two School Counsellors, one works on Tuesdays and the other on Wednesdays. There are also two Voluntary School Counsellors, one works on Mondays and the other on Fridays
- Referrals are made to specialist advisors and support services in response to specific identified needs

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

- LEA Specialist advisory teachers
- HABS (Hoddesdon and Broxbourne Settings)
- Rivers ESC Outreach
- Child and Mental Health Service (CAMHS)
- Education Psychology Service
- Young Carers
- Attendance Improvement Officer
- Education Support Team for Medical Absence (ESTMA)
- Connexions

What training have the staff supporting pupils with SEND had, or are having?

- All teachers have appropriate and relevant training on key areas of SEND practice as part of a robust programme of professional development
- Specialist training is provided to all key staff in response to the needs of individual pupils

How will you help me to support my child's learning? How will I be involved in discussions about and planning for my child's education?

- Regular communication with Form Tutor, Head of Year, class teachers and SEND Department
- Parents' Evenings
- Y6 Parents Information Evening
- Y7 Settling-In Evening and Family Learning Evenings
- KS4 and KS5 Induction Evenings
- Y11 Parents' Revision Evening
- Y9 and Y11 Parent and Pupil interviews to plan for KS4 and KS5 programmes of study
- Three opportunities to meet with staff to review progress of SEND pupils over a year
- Annual review for pupils with an Education Health Care Plan

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

- Pupils with SEND join in school activities alongside other pupils as far as is reasonably practical and compatible with their needs
- Appropriate provision and reasonable adjustments are made where necessary
- SEND pupils and parents/carers will be involved in the planning of school trips

How accessible is the school environment?

- Fully wheelchair accessible
- Disabled changing and toilet facilities

Who can I contact for further information?

- SENCO, Ms Frances Piggott
- Learning Support Coordinator – Mrs Allison Tott

How will the school prepare and support my child to join the school, transfer to a new school or the next stage of education and life?

- Liaison with previous school to ensure that transition is effective
- All Y6 pupils attend an Induction Day in July before they join the school in September
- SEND pupils may arrange additional visits to the school to prepare for transition
- All pupils and parents are invited to attend an interview with a senior member of staff in years 9 and 11 to plan their KS4 and KS5 provision
- Connexions adviser attends transition meetings for SEND pupils in Years 9, 11 and 13

How are the school’s resources allocated and matched to the children’s special educational needs?

- SEND resources are allocated in response to the needs of pupils
- Applications for Exceptional Needs Funding to Hertfordshire County Council are made in exceptional circumstances

How is the decision made about how much support my child will receive?

The school will work with pupils and parents to plan, implement and review support for all pupils

How can I find information about the local authority’s Local Offer of services and provision for children and young people with special educational needs and disability?

Information about Hertfordshire’s Local Offer of services and provision for children and young people with special educational needs and disability can be found at www.herts.direct.org/localoffer

Frances Piggott

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