



SEN Information Report

1	Who are the best people to talk to at Soho Parish School about my child's difficulties with learning, special educational needs or disability?	Page 2
2	How will the school let me know if they have any concerns about my child's learning, special educational need or disability?	Page 2
3	How will the school consider my views and those of my child with regard to her/his difficulties with learning, special educational need or disability?	Page 3
4	How does Soho Parish ensure the teaching staff are appropriately trained to support my child's special educational needs and/or disability?	Page 3
5	How will the curriculum and the school environment be matched to my child's needs?	Page 4
6	What types of support may be suitable and available for my child?	Page 4
7	How will you support my child to reach his/her learning goals?	Page 5
8	What is an EHC Plan and who can request one for one for my child?	Page 5
9	How will you help me to support my child's learning?	Page 6
10	How is support allocated to children and how do they move between the different levels of support in school?	Page 6
11	How will the school know that the support has made a difference to my child's learning and how can I and my child be included in this review process?	Page 7
12	What support will there be for my child's happiness and well-being at Soho Parish School?	Page 7
13	How is my child included in all the same activities as his/her peers at school?	Page 7
14	How will Soho Parish School support my child in transition stages?	Page 8
15	Who can I contact if I have a complaint about the SEN provision made for my child?	Page 8
16	If I have any other questions about my child at Soho Parish School, who can I ask?	Page 8
17	What is the Local Offer for pupils with SEND and where can I find it?	Page 9

Soho Parish Primary School Offer for SEND – Parent / Carer’s Questions and Answers

1. Who are the best people to talk to at Soho Parish about my child’s difficulties with learning, special educational needs or disability?

- Talk to your child’s class teacher about your concerns. Teachers are available for brief discussions before and after school every day in the playground, or you can make an appointment.
- Your child’s class teacher is likely to discuss your concerns with the school **SENCo, Mayowa Akinloye**. If you wish, you can make an appointment with the SENCo to discuss your concerns further. For more information, see the **Roles and Responsibilities** section below.
- If you continue to have concerns about your child’s difficulties with learning, special educational needs or disability, you should arrange to discuss these with **Louise Ritchie**, the **Headteacher**.

2. How will the school let me know if they have any concerns about my child’s learning, special educational needs or disability?

- Your child’s class teacher may initially speak to you at the beginning or end of the school day. They may then arrange a time with you to discuss concerns in greater detail.
- Class teachers hold Parent Teacher meetings once a term (three times a year). At this meeting, your child’s teacher may talk to you about any issues or concerns about your child’s learning.
- The SENCo may attend parent teacher meetings to find out more about parents’ or teachers’ concerns, or to offer advice.
- The SENCo may also contact parents directly to arrange a meeting to discuss your child’s difficulties with learning and any possible strategies the school may be considering to support your child. The SENCo will either invite your child’s Class Teacher to meetings of this kind, or discuss the relevant information and suggested support strategies with them.

3. How will the school consider my views and those of my child with regard to her/his difficulties with learning, special educational needs or disabilities?

- At Soho Parish, we believe it is very important for parents and carers to be involved in all areas of their child's learning and we actively encourage discussion. We also believe, where possible, in getting your child's views on any difficulties they may experience with their learning.
- You will be able to share your views and discuss your child's progress at Parent Teacher meetings and through regular discussion with your child's class teacher. There is also an opportunity to meet with your child's class teacher to discuss their End of Year Report.
- If your child has an identified Special Educational Need (SEN), you will be invited to a termly meeting with the class teacher and SENCo to discuss current progress, support strategies being used and expected outcomes.
- If your child has a Statement of SEN or an EHC (Educational, Health & Care) plan you and your child will be given the opportunity to share your views at the Annual Review.

4. How does Soho Parish School ensure the teaching staff are appropriately trained to support my child's special educational needs and / or disability?

- At Soho Parish, we believe that your child's learning needs will first be met through the high quality teaching delivered by their class teacher.
- We regularly review the school training schedule and professional development for all teaching and support staff to ensure there is appropriate expertise to support children with special educational needs and disabilities.
- The school is able to access training programmes from different organisations including the Tri-borough Training and Outreach Team based at Queen Elizabeth II School.
- Individualised training for teaching and support staff is organised as necessary to support children with particular special educational needs or disabilities.
- Where appropriate we like to invite parents of children with special conditions such as complex medical needs to train staff directly.

5. How will the curriculum and the school environment be matched to my child's needs?

- At Soho Parish, we believe that your child's learning needs will first be met through the high quality teaching delivered by their class teacher.
- We carefully plan our curriculum to match the age, ability and needs of all children. We use a Creative Curriculum to help children make links between areas of learning and to understand how their learning fits into the 'real world'.
- Each class teacher adapts their lesson planning and teaching to match your child's special educational needs and / or disability. It may be appropriate for your child's teacher to adopt different strategies or resources, or adapt outcomes to meet your child's learning needs.
- Additional specialist advice is sought when appropriate, and when necessary. The school has access to specialist advice from Advisory Teachers working in the Training and Outreach Team at Queen Elizabeth II school. Accessibility aids and technology may also be used to support your child's learning.
- Please note that whilst we will make a reasonable adjustment to our premises for health needs, we may be limited by the nature of our Victorian building and our central location.

6. What types of support may be suitable and available for my child?

This depends upon the nature of your child's needs and difficulties with learning. Our educational provision will match the needs of the four broad areas of need as defined in the SEN Code of Practice 2014;

- Communication and Interaction
 - Cognition and Learning
 - Social, emotional and mental health
 - Sensory and / or physical needs
- At Soho Parish, we have a 3 tiered approach to supporting a child's learning.
- Universal** – This is the quality first teaching your child will receive from their class teacher and may include some very minor adaptations to match your child's learning needs.
- Targeted** – It may be appropriate to consider making additional, short-term, special educational provision to remove or reduce any obstacles to your child's learning. This takes the form of a graduated four part approach of a) **assessing** your child's needs, b) **planning** the most effective and appropriate intervention, c) **providing** this intervention,

and d) **reviewing** the impact on your child's progress towards individual learning outcomes.

Specific targeted one-to-one or small group interventions may be run outside the classroom. These will be limited to a number of weeks to minimise disruption to the regular curriculum. You will be kept informed of your child's progress towards learning outcomes.

Specialist – It may be necessary to seek specialist advice and regular long-term support from a specialist professional outside the school in order to plan for the best possible learning outcomes for your child. This may include Educational Psychology, Speech and Language Therapy, Occupational Therapy, Sensory Advisory Teachers and the Child Development Service. The school may need to prioritise referrals to these services. However, for a very small number of pupils access to these specialists may be through a Statement of SEN or an EHC Plan.

- The current interventions provided at Soho Parish primary can be found on our SEN Provision Map.

7. How will you support my child to reach his / her learning outcomes?

- The Class Teacher and other staff working with your child ensure that your child receives appropriate teaching and support in order to reach their goals. Your child's learning plan, strategies to support your child and progress will be reviewed termly.
- The school's Learning Mentor, Sharon Burns, may be asked to work one-to-one with your child to help remove barriers to learning. These may be social, emotional or behavioural.
- External agencies and specialists may also review your child's progress and adapt their planning accordingly.

8. What is an EHC Plan and who can request one for my child?

The purpose of an Education, Health and Care (EHC) Plan is to make special education provision to meet the special educational needs of a child or young person, to secure improved outcomes for him/her across education, health and social care and, as he/she gets older, prepare for adulthood.

An EHC Plan will contain:

- The views and aspirations of you and your child,
- A full description of his/her special educational needs and any health and social care needs,
- Established outcomes for your child's progress,
- Specified provision required and how education, health and social care will work together to meet your child's needs and support the achievement of the agreed outcomes.

You and/or the school, usually the SENCo or Headteacher, can request that the Local Authority conduct an assessment of your child's needs. This may lead to an EHC Plan.

9. How will you help me to support my child's learning?

- Your child's class teacher, SENCo or specialist advisors may suggest strategies or activities for you to do at home to support your child's learning.
- We sometimes run parent & carer workshops on topics such as phonics or reading to help you understand the strategies used in school. In addition, we may be able to offer you individual training in specific support strategies relevant to your child.
- The SENCo may also support you with strategies, resources and ideas for supporting your child's learning at home.
- You may have an opportunity to meet with other professionals involved in supporting your child.

10. How is support allocated to children and how do children move between the different levels of support in school?

- Soho Parish receives funding from the Education Funding Agency and the Local Authority. These funds include money to support the learning of children with SEN and/or disabilities.
- The Headteacher, in consultation with the school Governors, decides the budget for SEN provision on the basis of the needs of the children in the school.
- The school inclusion team of the SENCo and Learning Mentor review the needs of all children in the school and organise interventions, staff training and equipment needs as appropriate so as to make the most effective use of the SEN budget.
- Pupil progress is reviewed regularly, after which the effectiveness of the school's provision is also reviewed and adapted to ensure the best possible intervention is provided to those children who require additional support to learn.

11. How will the school know that the support has made a difference to my child's learning, and how can I and my child be included in this review process?

- Your child's progress will be assessed both in terms of his/her regular learning within the class and with regard to specific intervention programmes.
- At pupil progress review meetings, the impact of the support given is carefully measured to ensure that the learning outcomes have been achieved and, if not, what adaptations are necessary. It may be decided that a further period of support would be beneficial for your child.
- You and your child will be kept informed and encouraged to be actively involved at all stages of this support.

12. What support will there be for my child's happiness and wellbeing at Soho Parish?

- At Soho Parish, we believe that the happiness and wellbeing of all our pupils is paramount. All members of staff take this aspect of school life very seriously.
- The Learning Mentor is available to work one-to-one with children to support their emotional wellbeing.
- You can be confident that in particular your child's class teacher, the teaching assistants and SENCo are available to provide support to match your child's needs.
- You should feel free to contact your child's class teacher if you have any concerns.

13. How is my child included in all the same activities as his/her peers at school?

- Soho Parish is an inclusive school, and is committed to providing equal opportunities for all children.
- School clubs, educational visits and residential trips are available to all children.
- When necessary, the school will make reasonable adjustments to ensure that children with SEN and/or disabilities are included in all activities.

- You should feel free to contact your child's class teacher if you have any concerns.

14. How will Soho Parish support my child in transition stages?

- We liaise closely with the school or nursery your child is transferring from. We are able to discuss with the relevant teachers any individual needs and how best to support your child. For older children, we can sometimes arrange transition visits prior to their official start to support them in becoming familiar with the environment.
- For children starting in our Foundation class, we will organise a Home Visit from two of our Reception staff before your child begins with us. This is an opportunity for you to let us know of any issues or support that you feel your child may need in transitioning to primary school.
- While at Soho Parish, we take care to ensure that during transition points (between classes each year and at the end of Key Stages), all staff are aware of individual pupils' needs, learning progress and best support strategies. Some children are supported by using transition books which help them to become familiar with their new class environment, teaching and support staff, and routines.
- Soho Parish makes arrangements to ensure there is a smooth transition when your child transfers to his/her secondary school of choice. The Learning Mentor hosts a Transition Meeting for Year 5 parents at the end of the summer term and also liaises with secondary schools to facilitate meetings with prospective parents and children.
- If your child has a Statement of SEN or an EHC Plan, we will participate and/or facilitate its review in sufficient time prior to him/her moving between key phases of education. You will be kept informed of these arrangements and asked to attend the review meetings.

15. If I have other questions about my child at Soho Parish who can I ask?

At Soho Parish, we are very happy to speak to you about any aspects of your child's education. It is best to speak to one of the following in this order:

- The Class Teacher
- The SENCo
- Headteacher

16. What is the Local Offer for pupils with SEND and where can I find it?

The Local Offer is the Council's offer for parents and young people. It will include provision both in and out of school and will include services and support provided by the private and voluntary sectors as well as the Council and National Health Service. It will also include information about the arrangements for identifying and assessing children and young people's special educational needs and for requesting an Education, Health and Care (EHC) assessment. In addition there will be information on how to raise concerns about services.

Please click here to be taken to Westminster's SEND Local Offer:

<https://fisd.westminster.gov.uk/kb5/westminster/fis/localoffer.page?localofferchannel=0>

As we are aware that many of our families reside in Camden, please click here to be taken to Camden's SEND Local Offer:

<https://www.camden.gov.uk/ccm/content/education/schools/special-educational-needs/send-reforms-and-camdens-local-offer/>

Parents' Guide to Soho Parish Primary School 'Graduated Approach' to SEN.



