

APPENDIX 1



SEN Information Report for parents and carers

How does the school know if pupils need extra help and what should I do if I think my child may have Special Education Needs?

At The Keystone Academy, we regularly monitor and assess our pupils as a whole school team. We will look at the child's achievement in learning, social, mental and emotional health and any changes in a pupil's behaviour. It is our aim to identify any special education needs as early as possible. There are many ways of identifying a pupil's needs which may include:

- Previous child's history
- Pupil Assessment (including any assessment or testing in a previous school)
- Sharing of information from all staff
- Direction from the SENCO
- Listening to parents
- Listening to the pupils
- Seeking advice and liaising with other professionals

If you have any concerns regarding a particular subject, please contact the subject teacher in the first instance. If your concerns are more wide spread, you may wish to speak to your child's Form Tutor or the SENCO.

How will school/staff support my child's needs?

Once an additional need has been identified there are various ways in which your child may be supported. Pupils will have a One-Page profile which is accessible to all members of staff. Teaching staff may provide additional work to support the pupils learning, and the class material will always be differentiated to ensure that the needs of all children are met. Some pupils may be involved with subject specific intervention work, which will be in small groups or on a 1:1 basis.

The progress of our pupils with SEND is monitored by teachers, the SENCO, Senior Leadership Team and School Local Support Board.

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

We believe that all pupils, including those with Special Educational Needs, should be offered a broad and balanced curriculum and should have access to all subjects and areas of learning. Through high quality teaching, all pupils will be taught in small classes (no larger than ten) with a class teacher and possibly a Teaching Assistant. Lessons will be differentiated to meet the pupil's needs and to ensure that all of our pupils have full access to the curriculum. In some instances, pupil may be withdrawn on occasion to follow intervention programmes with specialist skills staff and some 1:1 support-based teaching.

How will school know how your child is doing and how will they help me to support my child's learning?

- All of our pupils are assessed and monitored regularly. Parents and carers will be able to monitor their child's progress and behaviour on a daily basis through Class Do-Jo. Rewards for attainment and effort and are also issued to pupil's weekly via the weekly praise assembly.
- Teachers will closely monitor grades against target grades to assess pupil progress.
- Alongside these assessments we also have parents evening/drop in sessions once a year where parents and carers can come into the school, view their child's class work and discuss progress and next steps with class teachers.
- For all year groups there are planned assessment weeks every half term, with one week of catch up following this.
- Pupils work will be checked and monitored regularly. The SENCO will also closely monitor all of our pupils' progress and meet to review targets and progress, this may also be supported by any outside agencies working with the pupil.

What support will there be to support my child's overall wellbeing?

All of our staff are part of a pastoral support system and this begins with the pupil's form tutor. We have a team of Pastoral Support staff lead by the Pastoral Lead who will work closely with pupils addressing any pastoral issues that they may have. Our pastoral team also work closely with parents to ensure that the best possible strategies are in place.

All pupils with SEND may need extra support and will be assigned a keyworker. This person will work closely with the student, parents / carers and staff, to ensure that the pupil's individual needs are addressed.

We have a trained counsellor on site who is available to work with our pupils on a 1:1 basis, addressing any mental health or wellbeing issues that a child may have. The length and frequency of these sessions will be determined by the counsellor.

Pupils will be encouraged to develop their social skills and The Keystone Academy will offer a wide range of social activities. With the support of all members of staff there will be a range of activities during social times as we understand that a pupil with SEND may face more challenging social situations and will need the extra support to help them overcome these.

We support and encourage our pupils to take on the roles of Peer Mentors and Buddies, to support one another. We have found that generally, our pupils are excellent when supporting other more vulnerable pupils in school.

Our school has a highly qualified, experienced team to support all of our pupils, including those with SEND:

- All teachers hold qualified teacher status and regularly attend training on how best to support our students with SEND e.g. Dyslexia
- Our Safeguarding team ensure they work with all staff to safeguard and promote the wellbeing of all our pupils
- Our Pastoral team consists of a team who are highly experienced when dealing with nurturing and considering the welfare and well-being of our pupils
- We have a highly qualified literacy and dyslexia team within school

We work very closely with outside agencies/professionals; these include:

- Speech and Language Therapy Team
- Educational Psychologist who meets regularly with the school SENCO, parents and pupils
- Child and Adolescent Mental Health Services (CAMHS / BeeU)
- Medical Needs Team
- Social Care
- Sensory Service (hearing and vision impaired students)

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

All of our students will have full access to extra-curricular activities and school trips. At The Keystone Academy we believe that extra-curricular opportunities enrich the learning of all of pupils.

In some instances, we may need to differentiate the opportunity for pupils with SEND. This may mean that a teaching assistant or another adult will support them during these activities.

If a pupil with SEND wishes to engage in such activities/trips wherever possible we will endeavour to ensure that this is possible.

How accessible is the school environment?

At The Keystone Academy we ensure that the environment does not affect the accessibility for our SEN students. We have stair lifts and a 'stair walker' within the building to enable free movement throughout the temporary school building. We have a fully accessible disabled toilet.

How will the school support and help my child to transfer to the next stage of their education?

During transition to a post 16 destination, we will ensure that annual reviews help to prepare pupils for their next steps. Every effort will be made to support pupils leaving The Keystone Academy and this will include visiting new destinations with pupils and providing support to apply to colleges or for apprenticeships or work.

Our transition process for pupils is always completely individual and will be planned carefully with our staff, parents / carers and the pupil.

Throughout your child's journey at The Keystone Academy, there will be regular reviews, meetings and monitoring to ensure your child is achieving their maximum potential. Any transitions throughout the Key stages will be supported by our staff and SENCO, in collaboration with parents and carers.

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

When a pupil is first identified as needing additional support, parents will be invited in to meet with the SENCO.

During this meeting your child's learning progress will be discussed and all will agree appropriate targets and actions which will be put into place to support your child's needs. Your child will also then be involved in the meeting and their thoughts and opinions will be taken into account.

Outside agencies may also be invited into school and will input into the process of supplying additional support/ resources.

The school will then document your child's target in a One-Page profile which identifies your child's targets, what staff can do to help and what the child wishes to tell staff about their learning. This document is then made accessible to all staff.

How can I become involved in the school?

We encourage parents to be actively involved in the school.

There are opportunities for parents to become involved in the Parent Teacher Association and we also have Parent Associates on our Local Support Board, which is our governing board.

There will be social occasions running throughout the school year to encourage our parents / carers and The Keystone Academy staff to come together.

Who can I contact for further information?

For further information, please contact your child's form tutor, the school SENCO (Ms Kerry Trow) or the Pastoral Lead (Miss Liz Heynen).

Shropshire SEND Local Offer

The Shropshire SEND local offer is a single place for information, services, and resources for children and young people aged 0-25 with special educational needs and / or disabilities, their families, and the practitioners who support them. It's been designed with a family's needs at the heart of the process. Having access to good quality information to help you understand the world of SEND is really important when making decisions about your child's life.

You can find out more about the Shropshire Local Offer here: <https://www.shropshire.gov.uk/the-send-local-offer/about-the-send-local-offer/about-the-local-offer/>