

Open and honest communication

The SENCO will make sure that all necessary school staff are aware of your child's needs and worries

The school's approach to teaching pupils with special educational needs is listed:

- The SENCo will ensure your child's needs are made known to your child's class teacher and any other member of staff working with your child.
- All plans and targets for your child will be drawn up with all appropriate staff being involved.
- All information will be passed to the new class teacher on transition.
- If a child moves school, the information about your child will be passed to the new school.
- Any targets will be shared with your child using child friendly targets and child friendly language.
- Your child's views will be taken into account at meetings and reviews.
- Risk assessments will be carried out for your child to consider the difficulties of your child.
- Your child's needs will be shared across the Phase on a need to know basis.
- Your child's needs will be discussed as appropriate at staff briefings.
- Lunchtime supervisors and kitchen staff will be informed about the needs of your child and included in training and updates regarding specific needs for identified children.