



# CORPUS CHRISTI CATHOLIC PRIMARY SCHOOL

ONE BODY, MANY PARTS

## SEND Policy and Information Report 2023 - 2024



Written	January 2023		
Approved by	Pupil Affairs	Meeting Date	19 <sup>th</sup> January 2023
Review cycle	Annually		
Next review	January 2024		

## Mission Statement

Corpus Christi Catholic Primary School exists to provide educational and spiritual opportunities through which every member of its community may be encouraged to strive for excellence and be helped towards developing those talents given to them by God.

### **1. Aims and intent**

Our SEND policy and information report aims to:

- Set out how our school will support and make provision for pupils with special educational needs (SEND)
- Explain the roles and responsibilities of everyone involved in providing for pupils with SEND

Within Corpus Christi Catholic Primary School, we aim to provide a safe, happy and caring environment in which individuals have the opportunity to develop their spiritual, moral, intellectual, emotional, aesthetic, social and physical potential.

We aim to provide our children with the knowledge, concepts, skills and attitudes which will enable them to take their full place in the community and add to their success in life.

We aim to foster within children a sense of self respect, esteem and motivation, responsibility and consideration for others and the environment, and to help our children to become more spiritually aware by encouraging a love of God and love of one another.

We aim to provide equal opportunities for all.

### **Inclusion statement**

Corpus Christi school is committed to the spiritual, academic and social development alongside the physical and emotional wellbeing of all its pupils. Our commitment is to the needs of every child and this policy addresses our responsibility for those children with special educational needs, whether long or short term.

We believe that all children should have an equal opportunity to attend our school and we value every individual and celebrate their achievements. We are committed to identifying and responding to individual needs.

To this end we take action to promote inclusion, which is reflected in policies, planning, curriculum delivery and the recording and reporting of achievement.

The staff at Corpus Christi are committed to the inclusion of all pupils. Therefore, we will:

- Provide an environment which enables every pupil to be safe and healthy.
- Value every individual and enable them to enjoy their learning, achieve their full potential and economic well-being.
- Enable every pupil to make a positive contribution to their school and community.
- Identify and respond to pupils' diverse and individual needs.
- Identify and overcome potential barriers to learning.
- Set suitable learning challenges for every pupil.

## 2. Legislation and guidance

This policy and information report is based on the statutory [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 SEND and disabilities

[The Special Educational Needs and Disability Regulations 2014](#), which set out schools' responsibilities for education, health and care (EHC) plans, SEND co-ordinators (SENDCOs) and the SEND information report

## 3. Definitions

A pupil has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them.

They have a learning difficulty or disability if they have:

- A significantly greater difficulty in learning than the majority of the others of the same age, or
- A disability which prevents or hinders them from making use of facilities of a kind generally provided for others of the same age in mainstream schools

Special educational provision is educational or training provision that is additional to, or different from, that made generally for other children or young people of the same age by mainstream schools.

## 4. Roles and responsibilities

### 4.1 The SENDCO

The SENDCO is Mrs J Clay ([senco@corpusprimaryleeds.org](mailto:senco@corpusprimaryleeds.org))

The SENDCO will:

- Work with the headteacher and SEND governor 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 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 governor

The SEND governor will:

- Help to raise awareness of SEND issues at governing board meetings.
- Monitor the quality and effectiveness of SEND and disability provision within the school and update the governing board on this.
- Work with the headteacher and SENDCo to determine the strategic development of the SEND policy and provision in the school

## 4.3 The headteacher

The headteacher will:

- Work with the SENDCo and SEND governor to determine the strategic development of the SEND policy and provision within the school.
  - Have overall responsibility for the provision and progress of learners with SEND and/or a disability.

## 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 SENDCo 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

### 5.1 The kinds of SEND that are provided for

Our school currently provides additional and/or different provision for a range of needs, including:

- Communication and interaction, for example, autistic spectrum disorder, speech and language difficulties
- Cognition and learning, for example, dyslexia, dyspraxia
- Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD)
- Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy
- Moderate/severe/profound and multiple learning difficulties

### 5.2 Identifying pupils with SEND and assessing their needs

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:

- 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

This may include progress in areas other than attainment, for example, social needs and speaking and listening skills.

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEND.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.

Following discussion with parents in identifying a child as needing SEND support and being placed on the school's SEND register, the class teacher working with the SENDCo carries out a clear assessment of the pupil's needs. This is carried out using the teacher's assessment, understanding and knowledge of the pupil, their previous progress and attainment, as well as information from our core approach to pupil progress, attainment, and behaviour. It also draws on the individual's development in comparison to their peers, national data, the views and knowledge of parents, the pupil's own views and, if relevant, advice from external agencies. Where it is decided to provide a pupil with SEND support, parents are informed. The teacher and SENDCo agree in consultation with the parent and the pupil the adjustments, interventions and support to be put in place as well as the expected impact on progress, development or behaviour. All teachers and support staff who work with the pupil are made aware of their needs, individual targets and any teaching strategies or approaches that are required. These are all outlined in the pupils' Learning Support Plan.

### 5.3 Consulting and involving pupils and parents

We will have an early discussion with the pupil (if appropriate) and their parents when identifying whether they need special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty.
- Whilst we will take into account the concerns of parents, the needs of the child will always be given priority.
- Everyone understands the agreed outcomes sought for the child.
- Everyone is clear on what the next steps are.

Notes of these early discussions will be added to the pupil's record and given to their parents.

We will formally notify parents when it is decided that a pupil will receive SEND support.

In addition to our parent consultation evenings and reporting arrangements at which the SENDCo is always available for further discussion and support, there will be opportunities to discuss a child's Special Educational Needs and as well share Learning Support Plans at other SEND review meetings. If a child has Speech, Language or Communication difficulties parents can request an assessment by the Speech and Language Therapist (SALT). Parents will be informed of the outcomes and if support is necessary, they will receive regular updates of progress. Parents will be informed if an outside agency referral is needed and they will be involved in the process wherever possible in order to get the best possible support for their child. The SENDCo or a child's class teacher are also available to discuss SEND pupil's progress and next steps. The school also offer parent training/ learning events and workshops.

### 5.4 Assessing and reviewing pupils' progress towards outcomes

We will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

#### Assess

The class or subject teacher will work with the SENDCo to carry out a clear analysis of the pupil's needs. This will draw on:

- The teacher's assessment and experience of the pupil.
- Their previous progress and attainment or behaviour.
- Other teachers' assessments, where relevant.
- The individual's development in comparison to their peers and national data.
- The views and experience of parents.
- The pupil's own views.
- Advice from external support services, if relevant.

The assessment will be reviewed regularly.

The progress of all children in school is tracked closely using a range of methods. Using an online tracking system, progress is monitored each term. In addition, 'B squared' assessments in some areas of the curriculum will be used for identified pupils, to demonstrate smaller steps in progress. Pupils identified as SEND in the Foundation Stage will be assessed against the developmental outcomes. In some cases, pupils may also be assessed using the progression framework in order to assess the pupil's life skills. The engagement profile may also be used to produce evidence of progress and next steps for pupils with more complex needs.

### Plan and Do

All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required.

### Review

We will regularly review the effectiveness of the support and interventions, and their impact on the pupil's progress. If a pupil has a learning support plan, this will be reviewed each term or more frequently if this is deemed appropriate. Parents are invited in to review targets and new targets set.

Pupils will be removed from the SEND register after a review where all parties are in agreement that additional support is no longer needed.

### **5.5 Supporting pupils moving between phases and preparing for adulthood**

We will share information with the school, college, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.

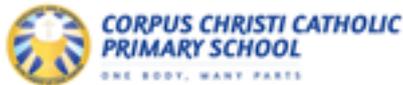
Transition arrangements are very carefully considered by working with the child's new class teacher or new school staff. The involvement of the child and parents in these arrangements are firmly established in the excellent practice of our school. These are overseen by the SENDCo and Senior leaders. Provision is planned to ensure that children make all transitions as smoothly, confidently and happily as possible. When a pupil is moving school, we will ensure that we pass on all information to the school's SENDCo so they are aware of any special arrangements or support the pupil's needs. We will ensure that any pupil records are passed on as soon as possible. Where an EHCP is in place, a preference for their educational setting will be made during the annual review process the year prior to their transition to high school. This enables the local authority to consult and request placements at the preferred school.

### **5.6 Our approach to teaching pupils with SEND**

Teachers are responsible and accountable for the progress and development of all the pupils in their class.

At Corpus Christi Catholic Primary School quality teaching enables all children to access the curriculum which is differentiated to meet the needs of every child. If a child has complex, specific or general learning needs they may have a Learning Support Plan or Individual Behaviour Plan (IBP) which details special arrangements. Pupils may be taught in smaller teaching groups, withdrawn from class for specialist intervention programmes or work 1 to 1 with an adult. Additional specialised resources may also be provided including the service of Catholic Care counsellor, a Catholic Care Educational Psychologist (EP) and Speech and Language Therapist (SALT).

We will also provide the following interventions:



**Cause for Support - Cognition and learning**

Name \_\_\_\_\_ Year group \_\_\_\_\_

Support	Assessments, modifications, adjustments and interventions	In place?		
Universal	<ul style="list-style-type: none"> <li>Differentiated curriculum planning, activities, delivery and outcomes (success criteria)</li> <li>Differentiated (personalised) teaching including questioning, teaching styles and approaches</li> <li>Access to support from <b>both</b> the class teacher and TA on a regular basis</li> <li>Positive praise linked with skills builder curriculum</li> <li>Smiley points and awards given</li> <li>Class visual timetable</li> <li>Classroom displays containing vocabulary to support learning</li> <li>Access to active learn, Nessy, Reading eggs, time table Rock stars - timetabled sessions and password sent home</li> <li>Scaffolding resources e.g. word banks, picture word banks, writing frames with sentence starters</li> <li>Increased time to complete a task and respond to questions</li> <li>Reduce number of tasks</li> <li>Strategic seating plan e.g., role model for paired talk</li> <li>Visual aids e.g., checklists/ symbols</li> <li>Classroom resources labelled with words and symbols and easily accessible</li> <li>Access to laptop/ ipad to reduce barriers to learning</li> <li>Phonic readers KS2 Read Write Inc KS1 or Jelly and Bean</li> <li>Phonic assessment where appropriate</li> <li>Pencil grip etc and other physical resources</li> </ul>			
	Targeted	<ul style="list-style-type: none"> <li>Visual stress test (coloured overlays assessment)</li> <li>Support plan with specific targets</li> <li>YARC reading test completed</li> <li>Paired reading interventions</li> <li>Additional phonic sessions</li> <li>Multisensory spelling intervention and activities</li> <li>Nessy intervention group</li> <li>Working memory intervention</li> <li>Alphabet arc intervention</li> <li>Rapid read intervention</li> <li>Read write intervention</li> <li>Use of dictation software/ own laptop for alternative recording</li> <li>1:1 adult support within class</li> </ul>		
		Specialist	<ul style="list-style-type: none"> <li>Referral to catholic care educational psychologist - cognitive assessment and observations</li> <li>SENT referral</li> <li>Dyslexia portfolio assessments and follow up interventions</li> </ul>	

**Please ensure that all of the relevant strategies in the universal support category have been tried and tick to show which have been used.**

Date concern logged with SENDCo:	Reading assessment	Writing assessment	Maths assessment
Area of concern		Further actions	
Completed by			Date



**Cause for Support - SLCN (Speech, language and communication)**

Name \_\_\_\_\_ Year group \_\_\_\_\_

Support	Assessments, modifications, <u>adjustments</u> and interventions	In place?		
Universal	<ul style="list-style-type: none"> <li>Differentiated curriculum planning, activities, delivery and outcomes( success criteria)</li> <li>Differentiated (personalised) teaching (including questioning, teaching styles and approaches)</li> <li>Access to support from <b>both</b> the class teacher and TA on a regular basis</li> <li>Positive praise linked with skills builder curriculum</li> <li>Smiley points and awards given</li> <li>Class visual timetable</li> <li>Classroom displays containing vocabulary to support learning</li> <li>Scaffolding resources e.g., word banks, picture word banks, writing frames with sentence starters</li> <li>Increased time to complete a task and respond</li> <li>Reduce number of tasks</li> <li>Chunking information to break it down</li> <li>Visual aids e.g., checklists/ symbols - use of wight online where appropriate</li> <li>Classroom resources labelled with words and symbols and easily accessible</li> <li>Access to ICT to reduce barriers to learning</li> </ul>			
	Targeted	<ul style="list-style-type: none"> <li>SLT referral completed and assessment completed</li> <li>SLT support plan in place</li> <li>Narrative group</li> <li>Speech sounds intervention</li> <li>Colourful semantics intervention</li> <li>Lego therapy intervention</li> <li>Social interaction group with SLT</li> <li>First/ Next boxes / chart</li> <li>Individual visual timetable / now and next</li> <li>Use of social stories</li> <li>Use of our defenders</li> </ul>		
		Specialist	<ul style="list-style-type: none"> <li>SLT pathway referral e.g., SLI</li> <li>Mind Maze referral</li> <li>CAMHS assessment</li> <li>Stam referral (ASC diagnosis only)</li> <li>Cluster team support</li> <li>Makaton</li> <li>PECS</li> <li>1:1 speech sounds sessions</li> <li>1:1 vocabulary/ grammar/ language sessions</li> <li>Intensive interaction sessions</li> <li>ICT assessment e.g., for communication aid</li> </ul>	

**Please ensure that all of the relevant strategies in the universal support category have been tried and tick to show which have been used.**

Date concern logged with SEN Doc	Reading assessment	Writing assessment	Maths assessment
Area of concern		Further actions	
Completed by			Date



**Cause for Support - SEMH (Social and Emotional Mental Health)**

Name \_\_\_\_\_ Year group \_\_\_\_\_

Support	Assessments, modifications, adjustments and interventions	In place?		
Universal	<ul style="list-style-type: none"> <li>Approach in line with the Positive Behaviour Management Policy</li> <li>Positive praise linked with skills builder curriculum</li> <li>Smiley points and awards given</li> <li>PSHCE</li> <li>Half termly Mind Mate lessons</li> <li>Strategic seating plan</li> <li>Differentiated curriculum planning, activities, delivery and outcomes/ success criteria</li> <li>Differentiated (personalised) teaching including questioning, teaching styles and approaches</li> <li>Access to support from <b>both</b> the class teacher and TA on a regular basis</li> <li>Class visual timetable</li> <li>Timer used to improve focus</li> <li>Behaviour incidents recorded as yellow, amber or red incidents and shared with parents (behaviour policy)</li> <li>Restorative practice used following above incidents</li> </ul>			
	Targeted	<ul style="list-style-type: none"> <li>Individual Behaviour support plan</li> <li>Individual daily home school chart with rewards for meeting IBP targets</li> <li>Catholic care nurture sessions</li> <li>Time out cards</li> <li>Zones of regulation work</li> <li>My hidden chimp or Think Good, Feel Good work</li> <li>Social interaction group with SaLT</li> <li>First/ Next boxes / chart</li> <li>Individual seating area</li> <li>Family support within school</li> <li>Individualised strategies for de – escalation of regulating emotions</li> <li>Comic strip conversations work following incidents</li> <li>Socials stories</li> </ul>		
		Specialist	<ul style="list-style-type: none"> <li>Individual Catholic Care counselling sessions</li> <li>Positive behaviour plan</li> <li>Risk assessment</li> <li>Cluster team support e.g., Kicks, art therapy etc.</li> <li>Family support - cluster</li> <li>Catholic Care Educational Psychologist observations, discussion and advice</li> <li>AIP outreach support</li> <li>SENIT</li> <li>Mind Mate referral</li> <li>CAMIHS</li> </ul>	

***Please ensure that all of the relevant strategies in the universal support category have been tried and tick to show which have been used.***

Date concern logged with SENDCo :	Reading assessment	Writing assessment	Maths assessment
Area of concern		Further actions	
Completed by			Date

**5.7 Adaptations to the curriculum and learning environment**

We make the following adaptations to ensure all pupils' needs are met:

- Differentiating our curriculum to ensure all pupils are able to access it, for example, by grouping, 1:1 work, teaching style, content of the lesson, etc.

- Adapting our resources and staffing
- Using recommended aids, such as laptops, scanning/ reading pens, coloured overlays, visual timetables, larger font, etc.
- Differentiating our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.
- Allowing all pupils to access all aspects of the 'school day' please see accessibility plan for more detail

### **5.8 Additional support for learning**

We have teaching assistants working in each class, some classes have additional teaching assistants depending on the SEND need and additional funding attached to these pupils. All support staff are trained to deliver interventions such as Lego therapy, social stories, paired reading, phonics and maths consolidation.

Teaching assistants will support pupils on a 1:1 basis when the pupil is in receipt of additional FFI funding from the local authority or, in exceptional cases, when the school agree that it is required to ensure the safety of the child or others within school.

Teaching assistants will support pupils in small groups when it is agreed this is appropriate in order to teach specific skills to increase the rate of progress.

Children in school receive support that is specific to their individual needs. This may be provided by the class teacher or may involve :

- Other staff in school including the SENDCo
- Staff who visit the school from STARS or the SEND and Inclusion team (SENIT)
- Speech and Language Therapy (SALT)
- Catholic Care counselling
- Occupational therapy
- Educational Psychologist advice and support
- Physiotherapy, medical experts and other outside agencies

### **5.9 Expertise and training of staff**

Our SENDCo has over 10 years experience in this role and has worked as SENDCo and KS1 and KS2 class teacher in two other schools and achieved the National SENDCo award within the first three years of becoming a SENDCo.

The SENDCo is allocated three days a week to manage SEND provision and attends SLT meetings.

We have a team of teaching assistants, who are trained to deliver SEND provision.

In the last two years, staff have been trained in autism, intensive interaction, Lego therapy and use of visuals including comic strip conversations, phonics, use of clicker to support writing, diabetes monitoring and administration, asthma and epi pen monitoring and administration and epilepsy and team teach training.

We use specialist staff for some speech, language and communication interventions and for counselling sessions.

When working in school, all staff are offered coaching and often work alongside professionals such as the speech and language therapist and educational psychologist in order to develop their skills and understanding. When staff access additional training off site or via e – learning courses this is cascaded down in the means of staff training sessions, allowing all staff to have the most up to date information. Also, the school have received recent additional whole staff training such as the Autism Education Trust training and whole staff training from the Educational Psychologist. We have a speech and language therapist employed to work one day a week. This resource is used to enable

assessments and observations to take place as well as also coaching and modelling sessions so that support staff can complete work with pupils throughout the week.

### 5.10 Securing equipment and facilities

The SENDCo works with outside agencies, teachers, support staff, parents and pupils to ensure evidence is collected to ensure additional funding applications are made in line with the local authorities set timelines. This additional funding that is received is used to pay for teaching assistants and other resources which enable pupils to progress in school.

### 5.11 Evaluating the effectiveness of SEND provision

We evaluate the effectiveness of provision for pupils with SEND by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions after 6 - 10 weeks
- Using pupil questionnaires
- Monitoring by the SENDCo
- Using provision maps to measure progress
- Holding annual reviews for pupils with EHC plans

Pupil progress is monitored rigorously using both teacher and more formalised summative assessment. From tracking progress, we evaluate how effective our provision is. Learning Support Plans are reviewed regularly allowing evaluation of specific provisions for individuals. Also 'B Squared' is used for identified pupils as an assessment tool to allow all school staff to know how effective interventions are. The Head Teacher reports on all aspects of the school to governors. In addition, the SENDCo reports to governors on SEND provision and shares additional information where appropriate with the **identified governor Mr Sto Thomas**.

### 5.12 Enabling pupils with SEND to engage in activities available to those in the school who do not have SEND

We are an inclusive school where everyone is valued. All children with SEND are supported to access our curriculum and extracurricular activities including educational visits, residential visits, extra-curricular clubs and activities and sporting events, including inclusion events. Reasonable adjustments are made to ensure inclusion and risk assessments are undertaken for many activities, highlighting any special provision in place to ensure that all pupils can access the activity in a safe manner.

No pupil is ever excluded from taking part in these activities because of their SEND or disability, however we will always consult with parents to ensure the pupil is not distressed and adapt experiences if necessary.

The school's accessibility plan is available to see on the school website under 'key information' <https://www.corpusprimaryleeds.org/key-information/accessibility-plan>

This sets out the school's aims to work towards improving the physical environment to enable disabled pupils to take better advantage of the education, benefits, facilities and services the school provides and improving the availability of accessible information to disabled pupils

Arrangements for the admission of disabled pupils, i.e.

- All pupils whose education, health and care (EHC) plans name the school will be admitted before any other places are allocated

For more information on SEND admissions, please see the admissions policy on the school website

<https://www.corpusprimaryleeds.org/key-information/admissions>

### 5.13 Support for improving emotional and social development

We provide support for pupils to improve their emotional and social development in the following ways:

- Pupils with SEND are encouraged to be part of the school council, bistro buddies, corridor cops, arts council, sports council or eco warriors.
- The whole school are working on skills builder partnership to develop the eight Essential Skills of **listening, speaking, problem solving, creativity, staying positive, aiming high, leadership and teamwork** are the ultimate transferable skills.
- Pupils with SEND are also encouraged to be part of after school clubs and lunch time sports coach sessions in the playground to promote teamwork/building friendships.
- Pupils with SEND are able to access Catholic counselling sessions with our Catholic Care counsellor.

We have a zero-tolerance approach to bullying.

### 5.14 Working with other agencies

We have excellent partnerships with a range of professionals who provide us with specialist advice. Following discussion with parents, referrals are made to the appropriate team. These include but are not confined to Educational Psychologists, Speech and Language Therapists, Pediatricians, School Nursing, Cluster therapeutic play workers, Cluster parent support, SENDIT (Special Educational Needs Inclusion Team) and Catholic Care counselling services. The school has employed a speech and language therapist and speech and language assistant and an educational psychologist to work additional hours within school. Outside professionals who are linked with the school usually work with a child to gather information. This will enable them to assess a child's needs and advise the school on new and appropriate targets for a child's personalised plan. They will be able to provide advice on the ways in which the school can help a child achieve the targets that are set. Following the receipt of advice from outside agencies, a copy of the report will be sent home along with an invitation for parents to come and discuss it with the class teacher and or SENDCo. All staff supporting this child will have the appropriate training.

### 5.15 Complaints about SEND provision

Complaints about SEND provision in our school should be made to the class teacher/SENDCO/Headteacher in the first instance. They will then be referred to the school's complaints policy.

### 5.16 Contact details of support services for parents of pupils with SEND

**School Padlet:** School have a SEND information and support 'padlet' which allows access to relevant information and support for parents, this can be found at :

<https://padlet.com/jclay23/ixbhxgz7pc8moo2v>

**SENDIASS** - <https://SENDiass.leeds.gov.uk/> T - 0113 3785020 for SEND parent advice and support

**Mindmate Spa single point of access** - <https://www.mindmate.org.uk/im-a-professional/leeds-mindmate-single-point-access/>

### 5.17 Contact details for raising concerns

Mrs W Walsh - Head Teacher

Mrs J Clay - SENDCo

### 5.18 The local authority local offer

Our contribution to the local offer is: <https://www.corpusprimaryleeds.org/key-information/special-educational-needs> ( SEND offer)

Our local authority's local offer is published here: <https://leedslocaloffer.org.uk/#!/directory>

## 6. Monitoring arrangements

This policy and information report will be reviewed by Mrs J Clay **annually**. It will also be updated if any changes to the information are made during the year.

It will be approved by the governing board.

## 7. Links with other policies and documents

This policy links to the following documents:

Accessibility plan	<a href="https://www.corpusprimaryleeds.org/key-information/accessibility-plan">https://www.corpusprimaryleeds.org/key-information/accessibility-plan</a>
Behaviour policy	<a href="https://www.corpusprimaryleeds.org/key-information/behaviour">https://www.corpusprimaryleeds.org/key-information/behaviour</a>
Equality information and objectives	<a href="https://www.corpusprimaryleeds.org/key-information/policies">https://www.corpusprimaryleeds.org/key-information/policies</a>
Complaints policy	<a href="https://www.corpusprimaryleeds.org/key-information/policies">https://www.corpusprimaryleeds.org/key-information/policies</a>
Admissions policy	<a href="https://www.corpusprimaryleeds.org/key-information/admissions">https://www.corpusprimaryleeds.org/key-information/admissions</a>
Supporting pupils with medical conditions policy	<a href="https://www.corpusprimaryleeds.org/key-information/special-educational-needs">https://www.corpusprimaryleeds.org/key-information/special-educational-needs</a>