



**DARWEN
ST JAMES**

SEND Quick Guide for Families



1. How do we support pupils with SEND? At Darwen St James, we ensure every child receives high-quality, adapted classroom teaching. If a child needs extra support beyond standard targeted adaptations, we follow the 4-part **Graduated Approach: Assess, Plan, Do, and Review**.

2. How do we identify pupils with special needs? We assess all pupils when they enter Nursery or Reception and track their development continuously. Teachers, senior leaders, and the SENDCO hold termly progress reviews to identify pupils who may need additional support early on. Parents are always informed promptly if their child is added to the SEND register.

3. Safeguarding and Pastoral Support for SEND Pupils We recognise that pupils with SEND may face unique vulnerabilities, including risks around child-on-child abuse, prejudice-based harm, and online safety (such as AI-generated content or online exploitation). We make tailored adjustments to ensure every child feels safe, supported, and valued.

4. Working in Partnership with Families Parents and carers know their children best. We actively involve families through regular review meetings, setting collaborative outcomes, and gathering feedback. Pupils are also encouraged to express their own views and help shape their learning targets.

5. Multi-Agency and Transition Support We work closely with external specialists, including speech and language therapists, educational psychologists, health professionals, and local **Family Help** teams. When children transition into or out of our school, all SEND and special category safeguarding records are transferred promptly and securely to ensure continuous support.

6. Key Contacts & How to Raise a Concern

- **SENDCO:** Melissa Matthews (dsjsend@cidari.co.uk)
- **SEND Link Governor:** Peter Ashworth
- **Headteacher:** Laura Peckson