

## Update On Endeavour Academy's Implementation Of the SEND System During the Outbreak of COVID-19



### **How have we targeted support to pupils with SEND (approaches to the school offer) during partial closure?**

After the closure of schools by the Government in response to the recent outbreak of COVID-19, it is recognised that the vast majority of pupils with SEND are safer at home, and will remain there until school reopens. We recognise that this will be a challenging time for all pupils, but particularly the families of children with SEND. Support for each family/pupil will be tailored individually based upon the recognised needs of the child, but may include:

- a bespoke paper learning pack
- additional materials to support completion of work (e.g. maths resources, stationary)
- regular phone calls by the class teacher (and pastoral team/SENDco when required)
- resources to support wellbeing and understanding (such as social stories, visual timetables, emotion cards etc.)

This is not an exhaustive list and many pupils will receive provision not detailed here dependent upon emerging needs.

The school offer will be constantly evolving in response to the changing circumstances. The individual provision made for each pupil with SEND was discussed with parents / carers (and where appropriate the child) at the start of the school closure. This is being discussed and reviewed regularly through phone calls to parents/carers by the SENDco, which is recorded on the child's SEND Chronology Sheet in their electronic School SEND file.

### **How are we implementing the Graduated Approach cycles 1-3 (Assess- Plan- Do- Review)?**

Children identified with SEND (Cycle 2 children) have a Support Plan. These were written at the start of this academic year and reviewed in the Spring Term. They will be reviewed again during the period in which school is closed. In order to complete these reviews, teachers will gather information from parents/carers and pupils via telephone and/or email. Progress made since the last review will be discussed and next steps set for the child. The completed reviewed Support Plan will then be shared with parents/carers, either electronically or on paper depending on parental/carer preference.

### **How are statutory assessments for EHCP and Annual Reviews are being carried out and submitted to the Local Authority?**

Applications for statutory assessment for EHCP will be completed by school in the usual way. Parents/carers will be fully involved with the process and have the chance to complete all paperwork either electronically or on paper. It is worth noting that once the application is submitted to the Local Authority, recent legislation from the Government has lifted the statutory time frames in which the process should be completed to allow for changes in working and staffing during the COVID-19 crisis, as well as difficulties accessing expertise in the health sector. Local Authorities should make best endeavours to complete each stage of the process as quickly as possible.

Annual reviews of EHCPs will be taking place as scheduled, with a slightly altered format. External services will be contacted remotely and information gathered via report, phone call or email. Parents/carers will

then 'meet' with the SENDCo via telephone and all information gathered will be shared. Parents/carers will also be given a copy of the 'Hopes and Aspirations' document used by the authority to gather their views. This can be electronically or on paper to suit the wishes of the family. The child's view will also be gathered, either by a telephone conversation with the SENDCo, or via discussion and email (supported by the parents/carers).

Transition Annual Reviews of EHCPs (for pupils in Nursery, Year 2 or Year 5) will be allocated a Caseworker from the Local Authority. The caseworker will also contribute towards the annual review, to ensure that the correct provision is in place for the child's transition to the next stage of their education, and to advise both school and parents where necessary.

If a Parent wishes to delay the review meeting until such time as they can physically meet with the SENDCo, then this will be considered and arranged when it is safe to do so.

### **How are risk assessments carried out for a setting to determine whether pupils with EHCPs are safer at home or at school?**

Every child who has an EHCP is able to access a place in school if it is required. However, Government Guidance remains that children with an EHCP should only attend school if it is not possible for them to remain at home safely.

Government guidance recommends that Local Authorities work with schools to complete risk assessments regarding whether a child's needs can be safely met at home. The Enquire Learning Trust has provided Endeavour Academy with a detailed Risk Assessment Performa to be completed for each of our children with an EHCP. These have all been completed by the SENDCo through discussion with parents/carers, pupils and any external agencies working with the child. The outcome of these risk assessments has been shared with parents/carers and the Local Authority. If circumstances change throughout the closure period, the risk assessment will be revised and amended as necessary.

### **What are the arrangements for communicating with parents/carers and pupils?**

Endeavour Academy has a number of different ways of communicating with parents / carers and pupils throughout the COVID 19 closure period. These include (but are not limited to):

- regular phone calls home by the class teacher, to speak with both the parents/carers and pupil (bi-lingual teaching assistants may also make phone calls home on behalf of class teachers, where there is a need for support with interpretation)
- the use of Microsoft Teams, where children can communicate with their class teacher
- weekly phone calls home to children with EHCPs, by the SENDCo
- weekly or fortnightly calls home to children with Support Plans, by the SENDCo
- email communication between SENDCo and parents/carers of EHCP/ Support Plan children where necessary
- individual letters home to EHCP children from the SENDCo
- the use of the Dojo reward system – parents/carers and teachers can communicate via messages through this platform also

School continues to be staffed throughout the closure period. Parents can contact school on the school telephone number (0161 368 3366) at any time during school hours. They can also email school on the general [admin@endeavouracademy.org.uk](mailto:admin@endeavouracademy.org.uk) email address.

### **How are school involving other bodies, including Health and Social Care?**

The entire SEND, safeguarding and pastoral team is working hard to collaborate with professionals in other areas during this challenging time. Where a pupil has SEND and a social worker, all discussion and risk assessments will be the collective, shared viewpoint of the parent, school and social worker.

It is accepted that services that are run by the NHS will be significantly disrupted during this time but the SENDCo will endeavour to seek expertise where required and signpost families towards services that are available to support them.

### **What are the arrangements that are in place for handling complaints from parents for children with SEND?**

The entire Endeavour Academy team are working hard to do the very best for our children and their families during this challenging time. We do our utmost to ensure that, where possible, our practices and decisions are reflective of the wishes of parents/carers and pupils.

If a parent/carer is unhappy with any aspect of the service provided by school, then they should discuss this primarily with the class teacher or SENDCo, who can often resolve the issue quickly and satisfactorily. If a parent/carer wishes to make a complaint, the usual complaints procedures apply and our Head teacher (Mrs Carol Rhodes) can be contacted directly either by telephoning the school or emailing:

[admin@endeavouracademy.org.uk](mailto:admin@endeavouracademy.org.uk)