



'Living life to the full'

INFORMATION AND GUIDANCE

Who should I contact to discuss the concerns or needs of my child?

<p>Class teacher</p>	<p>He/she is responsible for:</p> <ul style="list-style-type: none"> • Adapting and refining the curriculum to respond to strengths and needs of all pupils. Checking on the progress of your child, identifying, planning and delivery of any additional support; • Contributing to devising personalised learning plans to prioritise and focus on the next steps required for your child to improve learning. • Applying the school's SEND policy. <p><i>If you have concerns about your child, you should speak to your child's class teacher first. You may then be directed to the SENCO.</i></p>
<p>Special Educational Needs Coordinator (SENCO): MRS M BAXENDALE</p> <p>Email: school.info@st-josephs-wrightington.lancs.sch.uk</p>	<p>Is responsible for:</p> <ul style="list-style-type: none"> • Coordinating provision for children with SEND and developing and following the school's SEND policy; • Liaising with a range of agencies outside of school who can offer advice and support to help pupils overcome any difficulties; • Providing specialist advice and facilitating training to ensure that all staff are skilled and confident about meeting a range of needs; <p>Ensuring that parents are:</p> <ul style="list-style-type: none"> • Involved in supporting their child's learning and access; • Kept informed about the range and level of support offered to their child; • Included in reviewing how their child is doing; • Consulted about planning successful movement (transition) to a new class or school.
<p>Head teacher (also the SENCO at St Joseph's): MRS M BAXENDALE</p>	<p>Is responsible for:</p> <ul style="list-style-type: none"> • The day to day management of all aspects of the school, including the provision made for pupils with SEND
<p>SEN Governor: MR A SCOTT</p>	<p>Is responsible for:</p> <ul style="list-style-type: none"> • Supporting school to evaluate and develop quality and impact of provision for pupils with SEND across the school.