



## Tany's Dell Primary School and Nursery Local Governing Body

### Minutes of the Local Governing Body meeting held on Tuesday 18<sup>th</sup> June 2024 at 5.00pm

#### In attendance

Renee Joyce	RJ	Co-opted	Present
Tina Dobrowolski	TD	Co-opted	Present
Vacancy		Co-opted	
Vacancy		Co-opted	
Craig Armstrong	CA	Parent	Present
Katerina Beck	KB	Parent	Apologies received
Jenny Wakelin	JW	Parent	Present
Vacancy		Parent	
Julie Collinson	JC	Staff	Present
Dean Beaumont	DB	Headteacher	Present
Fern Middleton	FM	Associate	Present
<b>Also in Attendance</b>			
Janet Sherwin		Clerk	Present

#### Action

1. **Welcome, Membership & Apologies for Absence**  
RJ welcomed everyone to the meeting.  
Apologies had been received on behalf of KB who was attending a meeting about parking.
2. **Any other urgent business**  
DB reported that he had an item for discussion under any other business.  
  
There was no other urgent business reported.
3. **Declaration of Business interests / Conflict of Interests**  
Governors were asked to declare any new business interest or conflict of interest with any item on the agenda and any gifts or hospitality received since the last meeting.  
  
**No declarations were made.**
4. **Chairperson's Action**  
The Chair reported that she had not taken any urgent action since the last meeting.
5. **Minutes of the Previous Meeting**  
The minutes of the meeting held on 12<sup>th</sup> March 2024 had been circulated to governors prior to the meeting.  
  
**Ref page 3** – should read that the school gates close at 8.45am.  
  
With the exception of the above amendment, the minutes were approved as a correct record of the meeting.

### ***Matters arising***

There were no other matters arising or outstanding actions.

#### **6. Headteacher's Report**

The Headteacher's report, which had been circulated prior to the meeting, was noted and discussed.

DB highlighted the following key points:

<b>Numbers on Roll Main</b>	<b>407</b>
<b>Nursery</b>	<b>38</b>

The school is nearly full, Reception numbers for next year are not full yet.

**Attendance – 94.6%** (95.1% exc Rec)

Attendance is variable. There have been requests for holidays.

**Persistently Absent** – 63 pupils

**SEND/EHCPs** – 21

There are two new EHCPs

**SEND/One Plans** – 64

All one plans have been updated.

**Pupil Premium** – 134

Attendance for this group remains a concern.

**Young Carers** – 10

No change.

**EAL** – 101

Slight increase.

**LAC** – 1

Some safeguarding issues – child at GROW

**Safeguarding – Red List** 11H / 14M / 21SM / 9L

**Exclusions** – 0

**Physical interventions** – 0

**Bullying** – 0

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**Racist/Religion** – 2 recorded incidents

**Homophobic** - 1 recorded incident

#### **Staffing**

Through some careful budgeting with TMAT the school have been able to keep Ellesse Ismail – she will share the receptionist role with Charlotte Shimmen, who returns from maternity leave.

Ellesse will work two days for the TMAT finance department and three at Tany's Dell, allowing an overlap day with Charlotte.

Staff absences are still high but have been slowly reducing since a MAT wide expectation was introduced. All teams are working well.

Emily Wilson and Sophie Purdue are leaving to join a new school as a job share. Mihriban Demerci and Lauren Niner have accepted permanent contracts to replace Sophie and Emily.  
Nicki Allen has accepted a position at a school closer to home.  
Megan Sykes will be joining the EYFS Reception team from September as an unsalaried teacher-in-training and Shelina Wise and Ellie Kenway will both begin their training towards becoming class teachers.

### **Finances**

The budget for 2024-2025 academic year is currently balanced. It will be presented under item 7.

The trust-shared mini-bus is working well. Tany's Dell are considering going from two sessions of swimming per week to one as many of the UK2 children have passed and this could also be a great saving which can be put towards Royston Club PE lessons. An advert has been sent out by the Trust for a driver.

Breakfast club is not for profit. However, the school is currently running at a loss so will be chasing missed payments better next year and operating at a "no pay no stay" stance. Parents will be informed in the summer newsletter.

Harlow Orchestra continue to lease the school hall every Tuesday evening.

### **Curriculum Matters**

Staff have continued to use phase meeting times productively and have conducted book-looks and work on the school single plan across the curriculum highlighting successes and next steps.

The first year using the new English curriculum has gone well. Staff have fed-back their gains and queries. With some guidance and tweaking, this will be monitored now moving forward as it is embedded at Tany's Dell.

WOW Days have been a great success this year. The Autumn term began with a Maths Day closely followed by the Christmas Day. Spring Term saw a brilliant Women in History Day and World Book Day.  
Recently a Science Day was held for the first Summer WOW Day and they are looking forward to the hotly anticipated Tutor Group Day in July.

Performances have gone from strength to strength this year. Watching the children sing, dance & act has been so inspiring, and the amazing staff are to be thanked for their dedication towards this initiative.

The Maths team have been working hard to ensure the maths curriculum develops with the school. A daily maths meeting is in place allowing children to focus on specific skills that need developing.

### **Premises**

The reception corridor and cloakroom area have been given a fresh coat of paint and a new lease on life.

The SIF bid for a new roof and the safeguarding big (fence & gates) unfortunately were rejected – it has been decided to appeal them both.

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Next year the IT funding will be used to replace Year 5 smartboards, West wing computer monitors & wifi routers. The IT technician is currently pricing up equipping some classrooms with laptops/tablets as well as renewing the family support workers PC.

Funds have been allocated for some classrooms furniture which is in desperate need of an upgrade.

The playground needs two trees to be removed as their roots have caused significant damage to the tarmac. These works have been budgeted for.

The school offices will swop next year. The office manager currently occupies a larger area than needed since the TMAF finance department was moved and the additional space is not being used well and often is a "dumping ground."

The office manager will move into the headteacher's current office with an additional desk to be used by Ellesse Ismail when she has a cross-over day on Wednesdays next year, and by the IT technician on Fridays.

The headteacher will occupy half the old office manager's office with the other half being used as a meeting room. Repurposing an old smartboard and table & chairs will create a space that can be utilized for S/MLT meetings as well as a quiet space when parents are invited in.

### **Leadership and Management**

The school SLT continue to work well as a team with children's and staff best interests at heart.

SLT were involved in recent recruitment, sharing the responsibilities to ensure that the right people are employed who would be a good fit for the school.

Continued effective use of MLT ensures the pupils receive the best education whilst maintaining and ensuring staff wellbeing is considered and managed well.

The success of this school all comes down to the teamwork maintained over the years.

The Senior Leadership Team (SLT) focuses on strategic issues such as staffing and succession planning and has worked hard on creating a strong vision looking ahead.

The Middle Leadership Team (MLT) is the core team that continues to drive school improvement. This year there have been many changes and enhancements which will now be embedded and monitored.

### **Teachers and Support Staff Performance Management**

PMRs for all support staff took place in March and April this year, during which their performance was discussed, and then new targets set. There is a generic target for each team member and then individual target as appropriate.

Teacher performance is currently being carried out by MLT.

New targets for the 2023-2024 academic year will be set in September. These will link to the key priorities set for the school, which will be identified in the Single Plan and individual Subject Leader Action Plans.

It has been made very clear that the focus as a school will be Basic Skills, Neatness & Presentation, Feedback and Attendance.

Staff development is an area that the headteacher wants to pursue in addition to the school single plan.

### **Quality of Teaching**

MLT are currently involved in lesson observations to ensure teaching remains good. They are a very committed team and want to continue to inspire teachers to aim high. Results so far are very encouraging.

Subject Leaders have monitored their subjects, from EYFS to Y6, and are using results to inform their action plans as well as deliver feedback & next steps when delivering at staff meetings following the PDM programme.

Book looks have happened in both Phase meetings as well as whole school sessions. This allows staff to share the many strengths the school has and highlight where the greatest need for development is. Progress across the year groups and then across the school is clear.

### **Pupil Outcomes**

Summer data is not due until the end of June.

Outcomes, including the KS1 Phonics check Y6 SATs results and Y4 MTC will be provided in the Autumn term Headteachers report.

### **Absence**

Attendance figures are slowly varying with pockets of improvement.

The school have used the Attendance company (Clare Morgan) for a year now and this has helped tremendously.

Persistent Absence is measured when attendance drops below 90%. Certain year groups are impacted more by this.

Any pupils heading towards 90% are issued with the letters that the local authority (LA) produces, and the procedures are followed including meetings to support parents to improve attendance.

Often parents find the LA letters difficult to accept and complaints are raised which are dealt with by the attendance company in the first instance.

### **Subject Leader Reports**

The following reports which were included for information for governors were noted.

- EYFS Report by Sara Smith (EYFS Leader)
- Lower KS2 Report by Hayley Wakelin (LKS2 Leader)
- Upper KS2 Report by Debbie Clifton (UKS2 Leader)
- Inclusion by Lisa Gadd (Inclusion Manager and SENCO)
- Resource Base for Deaf Children by Elissa Brignal

Other reports included were on:

- Science club
- Y5 interactive music workshop
- Drawing club
- British Sign Language club
- Science WOW day

- Choir
- School Council
- Gardening Club

### **Safeguarding**

An annual Safeguarding Report is reported under item 9.

### **Templefields Multi Academy Trust**

The 3 heads continue to meet fortnightly to support each other.

These sessions offer well-being for the DSLs as well as opportunities to share experiences and gain support.

The TMAT single plan was updated for the summer term and each school is working towards this.

Partnership work continues to develop with several year groups all sharing their experience days.

2 had a Fire of London event, Year 1 a musical extravaganza and Year 5 are having a science dome.

As well as collaborative work from the staff, the children get to experience learning with other schools and the costs are shared between the schools.

The minibus is proving to be an excellent decision.

The three Heads are working on a shared calendar to ease booking problems and also exploring the recruitment of someone to drive the bus to the swimming sessions.

The Headteachers continue to work together to improve teaching and learning across the Trust.

They have supported each other by attending attendance panels, grievance meetings, and recruitment of Deputies and teachers.

Plans are now underway for the next TMAT Inset day which will be in October 2024 and based again on well-being

Governors thanked DB for a very interesting and thorough report.

They commented that the Subject Leader reports were very interesting and informative. They also enjoyed seeing the many photographs.

## **7. Finance Matters**

### **• Update on 2023/24 Budget**

Governors **noted** that since the last meeting on 12<sup>th</sup> March 2024, the budget vs actual monthly monitoring reports, cashflow reports, Breakfast Club trading accounts and monthly balance sheets up to and including month 8, have been posted on GovernorHub for information for governors.

A new excel spreadsheet was also produced with notes explaining any variances in cost centres.

The reports from the TMAT Business Manager for months 7 and 8, which are attached as appendix 1, were noted and discussed.

Governors noted that the predicted year-end balance was £15,800 in-year deficit.

- **Draft 2024/2025 Budget**

The draft 2024/2025 budget plan which had been circulated to governors prior to the meeting was noted and discussed.

<b>INCOME</b>	
Pupil led funding	2,148,268
GAG funding	43,372
ESFA funding	23,237
Pupil premium	202,370
Sports grant	19,500
Universal FSM	71,040
Rates relief	7,917
Restricted income	284,042
Unrestrictive income	30,902
<b>Total revenue funds</b>	<b>2,830,738</b>
Capital funds	8,725

<b>EXPENDITURE</b>	
Teaching staff	1,503,821
TAs	578,858
Administrative staff	71,576
Premises staff	112,258
Catering staff	7,792
MDAs	72,498
Other staff	17,190
Other employment costs	9,690
Maintenance of premises	17,609
Other occupancy costs	66,151
Educational supplies	89,739
Business & operational costs	130,356
Technology costs	37,960
Interco costs	95,508
<b>Total planned expenditure</b>	<b>2,830,738</b>

**Governors approved recommending the 2024/25 Budget Plan to trustees.**

- **Feedback from the TMat Pay Committee**

The TMat Pay Committee met on 23<sup>rd</sup> April 2024 to discuss the review of support staff pay.

There was nothing controversial and all recommendations made by the Headteacher were approved.

**8. School Development Plan**

The Tany's Dell Single Plan which had been updated with progress during the spring term towards the key priorities, was noted and discussed.

There will be another meeting next week with the final input from staff.

**Key priority1 – Leadership and Management** focused on improving work/life balance etc. Assessment – all unnecessary assessment has been cut out. They are only doing two assessment points, December and June, which aligns with the reports. They have encouraged staff to take more ownership and have given them time.

**Key priority 2 – Basic Skills** was a big one. They stripped everything back, especially in English. There were some concerns at the beginning, but they have made some tweaks. They have seen the benefits in writing and the amount they write. They have moved away to quality not quantity. They will see less but more progression.

They have done spelling and handwriting and are now focusing on grammar and punctuation so that they are solid when they leave.

There will be no more changes next year, just focusing on embedding and consolidating.

**Key priority 3 – Wider Curriculum.** They are all proud of the wider curriculum. They are now focusing on the knowledge organisers. They tried the new RE scheme, but feedback is mixed.

**Key priority 4 – Attendance.** They have achieved most of what they set out to do.

9. **School Self Evaluation (SEF)**

Tany's Dell SEF will be presented in the autumn term.

10. **Annual Safeguarding Report**

The annual Safeguarding Report was noted and discussed.

**Training**

All teaching staff received face to face safeguarding training on 4 June 2024 . This included updates to the KCSIE 2023 as well as GDPR and Prevent training. Support, admin and premises staff will receive training in the new academic year. Governors received training in September on the KCSIE (2023) document. Governors have been advised they should only use the school email and not personal emails. The child protection policy was updated in September 2023.

Weekly staff meetings now have an area where staff can raise concerns regarding children they feel should be monitored/checked on etc. This is repeated in LSA briefings. Staff are given updates regarding safeguarding procedures and expectations in weekly meetings when necessary.

A centralized list relating to which children can have their photos taken/shared will be created in the new academic year.

**Policies**

All relevant TMAT policies are up to date at trust level.

**Meetings**

At Tany's Dell, the Safeguarding Team meets weekly. Members work closely together to keep all children safe. They ensure all staff and volunteers have regular safeguarding training and are fully aware of the systems and procedures in place to refer concerns to the designated lead. Staff are made aware of concerns on a need-to-know basis however, the RED LIST (confidential to DSLs only) identifies the names of the children who are at most risk.

There are currently: 7 Families on the High Level of Concern, 14 families on the Medium Level of Concern, 17 Families on the Social & Emotional concerns and 7 families on the Low Level of Concern. This list was updated on 11<sup>th</sup> June 2024.

When a concern is passed on to one of the designated safeguarding leads or logged on CPOMS, it is acted upon either immediately if necessary or by the end of the day at the latest. Further actions are added as appropriate, which could result in seeking additional support from an outside agency or a referral to Social Care. The incident is discussed at the weekly SGT meeting, where further actions are agreed if appropriate. The conversations continue until the matter is closed.

**Referrals/incidents of safeguarding**

During the academic year 2023/24 to date, 325 concerns have been received. This is up on last year.

**Terms of Reference for the Tany's Dell Safeguarding Team**

The terms of reference have been reviewed and updated.

11. **Annual SEND Report**

The annual report to governors on SEND which was circulated to governors for information was noted and discussed.

The report is attached as appendix 2.

12. **Governor Monitoring Development and Training**

There had been no governor visits to report this term.

13. **External Monitoring Visits**

The following visit report was noted and discussed:

**Craig Duncan School Improvement Partner visit – 3 May 2024**

This was the first on site visit for some time. The focus of the visit was progress made this year and identification of priorities for 2024/25.

A walk around the school was carried out visiting classrooms and CD reported that it was reassuring to see to see how well pupils were engaged in their learning in very inclusive settings,

The summary of agreed actions and the key points for governors/trustees were:

- Completion of the new Single Plan for 2024/25
- Identification of how to use the SIP for the most impact next academic year.

14. **Review of Policies**

The following policies have been updated:

- ***Emergency and Business Continuity Policy***

The policy has been updated to reflect changes in staffing and governors.

**The Emergency and Business Continuity Policy was approved.**

- ***TMAT Whistleblowing Policy***

The TMAT Whistleblowing Policy, which had been updated and approved by trustees, was shared with governors for information.

**The TMAT Whistleblowing Policy was noted.**

- ***TMAT Financial Regulations***

The TMAT Financial Regulations, which had been updated and approved by trustees, were shared with governors for information.

**The TMAT Financial Regulations were noted.**

15. **LGB Meetings 2024-2025**

- **Schedule of meetings for the 2024/25 academic year**

The schedule of meetings for 2024/25 was agreed as:

**Autumn Term 2024**

<b>LGB Business Meeting</b>	<b>5.00pm</b>	<b>Tues 8 October 2024 (DATE CHANGED)</b>
<b>TMAT Pay Committee</b>	<b>4.00pm</b>	<b>Tues 15 October 2024 (Teaching staff &amp; HT)</b>
<b>LGB Meeting</b>	<b>5.00pm</b>	<b>Tues 26 November 2024</b>

**Spring Term 2025**

<b>LGB Meeting</b>	<b>5.00pm</b>	<b>Tues 18 March 2025</b>
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**Summer Term 2025**

<b>TMAT Pay Committee</b>	<b>4.00pm</b>	<b>Tues 30 April 2025 (Support Staff)</b>
<b>LGB Meeting</b>	<b>5.00pm</b>	<b>Tues 17 June 2025</b>

Governors discussed the idea of fixing a two week period each term for governor monitoring to enable governors to plan ahead for their monitoring visits but still allowing some flexibility.

Governors agreed to try it for next year and the following dates were agreed:

### **Governor Visits weeks**

Autumn term	wb 14 October 2024 / wb 21 October 2024
Spring term	wb 3 February 2025 / wb 10 February 2025
Summer term	wb 2 June 2025 / wb 9 June 2025

- **Appointment of Chair and Vice Chair for 2024/25 Academic Year**

There was one nomination for the role of Chair, Renee Joyce. The nomination was seconded, and Renee Joyce was **approved** as Chair for the academic year 2024/2025.

There was one nomination for the role of Vice Chair, Tina Dobrowoloski. The nomination was seconded, and Tina Dobrowolski was **approved** as Vice Chair for the academic year 2024/2025.

**16. Any other Business**

DB reported that he had received a request from a member of staff for a change to their working hours and explained his reasons for refusing the request. Governors agreed that they supported his decision.

There was no further business, and the meeting closed at 6.30pm.

### ***Summary of agreed actions***

Minutes where action identified	Summary of action	To be actioned by	Date action confirmed
21 Nov 23	English monitoring report to be written up for governors	TD	Actioned
12 Mar 24	Report back to trustees, governors views on the development of TMAP	RJ	Actioned

## **TMAT Business Manager Reports for Governors 2023-2024 for Tany's Dell**

- **MONTH 7 Finance Report**

### **Cost Centres General**

Cost centres are monitored and discussed with the Headteacher regularly. The most recent budget vs actual budget reports including notes and cashflow reports have been uploaded to GovernorHub. The end of month bank reconciliation for March 2024 has been completed.

### **Breakfast Club**

The Breakfast Club continues to maintain good uptake and the collection of monies is managed by the Office Manager but will need review as to the charging amount and the possible advance booking facility. There are more free places than paying places. I am currently speaking with Dean to change the way this is managed. The latest report for current income and expenditure data has also been uploaded to GovernorHub.

### **Internal scrutiny audits for 2024**

The Spring term Review took place on 8th March as planned.

The scope of work was:

- Financial Administration (Trust Level)
- Financial Administration (Academy Level)
- Risk Management
- VAT

We chose these areas as they had not been audited before. We are very pleased with the outcome and have noted the areas for action. The report produced by SBM Services with the findings and the actions to be taken has been shared with trustees and governors.

### **Summer Term review Payroll and Procedures**

This is booked for April 17th and will be carried out by Juniper. I will update you on this next month.

### **New contracts**

New contracts for Countrywide Grounds Maintenance and both Gas & Electricity have been agreed. The grounds increased by 3% this year and they have agreed to fix this price for 3 years. Fuel has been fixed for 2 years to get the best deals and allow for better planning on the budgets.

### **Reporting**

We are still working with SBM Services on the new style of reporting which we hope will be with you in its full format before the end of the summer term.

- **MONTH 8 Finance Report**

The most recent budget vs actual budget reports including notes and cashflow reports have been uploaded to GovernorHub. The end of month bank reconciliation for April 2024 has been completed.

### **Cost Centres General State and Estimated Carry Forward -£15,800 in year deficit**

Cost centres are monitored and discussed with the Headteacher regularly. In addition to the normal reports, an excel spread sheet with some notes regarding the variances in cost centres has been produced. This will also give an estimated carry-forward figure.

Included here is the 5 months' worth of support staff pending pay award £21,577 as advised by recent HR reporting which I hope will you find helpful.

### **Breakfast Club**

Breakfast club has a good uptake. However, the cost to parents could be increased from the current £2.50 per session and the Pupil Premium children should be making some kind of contribution. We are relying on Pupil premium funding to cover breakfast Club staffing and consumables. I shall be discussing this area with Dean on Budget planning day.

### **Budget Planning for 2024-25**

A budget meeting took place on 28<sup>rd</sup> May with Dean and I where we spent a day budget planning for 2024-25. We look forward to presenting you with a well-planned budget mid-June.

### **Internal scrutiny audits for 2024**

The Summer Term review of Payroll and Procedures was carried out on April 17th by Juniper. This was a good review showing that we are managing this area well. The report and findings with actions noted were shared with trustees and governors.

### **Reporting**

We continue to work with SBM Services on the new style of reporting which we hope will be with you in its full format before the end of the summer term. We have Sarah Reynolds in the office with us on 6<sup>th</sup> May to look more in depth at this.

Please do not hesitate to contact me if you require further information prior to your next meeting.

Jo Filmer

06/06/2024

Governor's report SEND Summer 2024

**SEND PROFILE**

Number of students on SEND register: - School Census: 75

- 21 EHCP
- 64 SEN Support ( K)
- 2 Medical

Within our school everyone is included. This means that all young learners learn and enjoy school together whether that be in lessons or taking part in activities /clubs out of lessons.

**Main Categories of SEND Need in school**

- 1.SEMH
- 2.Cognition and learning
- 3.Communication and Interaction
- 4.Sensory or Physical Needs

**Inclusive offer**

Since September 2023 SEND students are accessing:

- Chess
- Netball
- Basketball
- Football
- Boxing
- Dance
- Signing
- Colouring

Our neuro-diverse young learners regularly attend breakfast club and afterschool sports clubs/ activities

**Supporting curiosity**

Instrumental lessons began again in Autumn 2023. 2 young learners are accessing sessions funded via pupil premium and send.

**Safeguarding/Attendance**

Safeguarding is a priority for all students but through a sharpened lense for all SEND students. As a school we are acutely aware that the more potentially vulnerable students are, the more they may be at risk. All students known to or at risk from a safeguarding perspective are a weekly focus during the safeguarding meeting. Attendance is tracked and monitored, and positive support offered to families.

**Action plan**

The action plan has been evaluated and gains recorded. The process has Highlighted some potential areas to grow moving into the new academic year:

- Learning environment (access)
- Bespoke programs
- Parent with service partnership
- SMART targets
- Positive handling training
- AET training

### **Moving forward with provision**

As a result of the growing needs of our young learners and to keep pace with outstanding and innovative practice our early years team, in collaboration with SEND are developing a specific bespoke program to support the neuro diverse young learners due to begin/ continue their learning journey with us.

To support us with this and as a part of our continued development, we have investigated a platform to develop our graduated approach. Provision mapping has been used within our TMAT and reports are positive. We intend to run a pilot in place for the Autumn term with a focus on reception cohort, finalised thoughts will be shared with the SLT and governors before final decision on effectiveness and impact is made. Bespoke program and familiarisation programs will continue to be offered.

### **Built environment**

Environmental audits will take place to ensure the environment supports our neuro typical and diverse young learners and an appropriate and accessible learning environment is provided within school. Young learners' needs will be supported by specific classroom placements.

### **Policies**

Our schools' policies on the website reflect the school's commitment to inclusion, safety and well - being of inclusion.

### **SEND Information report on the school website**

The SEND Information Report was last reviewed in July 2021 and includes the latest available updates from trusted SEND associations such as NASEN.

### **Accessibility Plan/policy 2021 -2024**

This is in place and is reviewed by the school Business Manager and inclusion manager. For young learners with specific needs, advice and recommendations are provided by the relevant outside agency

### **Intimate care policy 2024**

This is in a place and is reviewed by the school Business Manager. For students with specific needs, advice and recommendations are provided by the relevant outside agency

### **Send mental health and wellbeing**

Whole school approach to mental health is being supported by an NHS supported mental health program: Happy Minds. Cross school implementation has been positive and young learners are using the language of positively throughout their day.

The SEND team continue to offer inhouse support daily by advising and supporting other practitioners, sharing good practice and offering guidance and advice. A program of training has taken place and more thoughts have been offered to develop skills and knowledge moving into the new academic year.

**TRAINING STAFF:** This program of training will continue to develop our knowledge and understanding.

### **Student Voice**

- Young learners with SEND and their families are at the heart of the process to support them.
- All about me focus on the young learner's voice and their families' views.
- Young learners are consulted as to their goals, progress towards them and planned support.
- Senco has daily check-ins/ connections with neuro diverse young learners and connects with them throughout the day and during times where external factors may have a negative impact.
- Young learners are also asked for their feedback and review their progress towards their set goals on their one plans

### **Parent partnership**

We continue to develop our parent partnership and have offered onsite parent support groups with other services such as: school nurse, pact, and mind. We shall continue this offer into the new academic year, supporting services to connect with our families.

### **Interventions**

We continue to ensure children have access to sessions that support and promote growth. Children continue to develop life skills which they can use as they continue their learning journey. Currently we offer:

- 3 x sensory classes
- 1 x resilience class
- 4 Movement classes
- 3 x Dough Disco classes

### **Speech and Language Support**

Mrs Harris continues to support a small cohort of young learners who have NHS speech and language specific targets to meet.

The support provided will be planned by the class teacher with support and may take the following forms:

- Visual prompts and scaffolding
- Additional adult support
- Additional language development support
- Specific support with new topic-specific vocabulary

We have sourced a range of communication aids via Essex assisted technology and look forward to the outcomes from the small pilot. If data supports gains, we shall investigate possibilities of extended or purchasing.

### **External agencies**

The SEND team continue to liaise with other professionals from outside services and external agencies e.g. Area SENCOs, Pre-school Education Team Teachers / Educational Psychologists, Occupational Therapists, Physiotherapists, Speech and Language Therapists, and respond to a range of consultation requests, midyear applications, Ehcna requests from families in addition to a range of external service applications.

**Signed**  
**Chair of Governors**

**Date**