



## **Thrunsko Primary and Nursery Academy Special Educational Needs &/or Disability (SEND) Policy**

### **Introduction**

Thrunsko Primary and Nursery Academy has one named SENDCo, Mrs A Matthews, and a named Governor responsible for SEND Mrs C Standley. They ensure that the Thrunsko SEND Policy encompasses the requirements of the SEND Code of Practice (2015), The Special Educational Needs and Disability Regulations (2014), The Equality Act (2010) and the Local Education Authority Offer.

We believe that all children have an equal right to a broad, balanced and full education which will enable them to achieve their full potential. We work to ensure that special educational provision is implemented for those who require 'additional to and different from' support. This goes beyond the adapted curriculum provided through quality first teaching. This ensures that we are responsive to the four broad areas of need identified in the Code of Practice (2014). These areas are:

- ***Communication and Interaction***
- ***Cognition and Learning***
- ***Social, Emotional and Mental Health***
- ***Sensory and Physical***

### **What are special educational needs?**

A child or young person has special educational needs if he or she has a learning difficulty or disability which calls for special educational provision to be made for him or her. A learning difficulty or disability is a significantly greater difficulty in learning than the majority of others of the same age. Special educational provision means educational or training provision that is additional to, or different from, that is made generally for others of the same age in a mainstream setting in England. Health care provision or social care provision which educates or trains a child or young person is also to be treated as special educational provision (Code of Practice, 2014).

This SEND policy details how, at Thrunsko Academy, we will do our best to ensure that the necessary provision is made for any pupil who has, or may have, special educational needs and/or disabilities, and that those needs are known to all who work with them. We will ensure that teachers are able to identify and provide support for those pupils with special educational needs and/or disabilities, allowing them to join in all academy activities together with their peers in an inclusive environment.

### **Policy Aims and Objectives**

- To detail how our academy will support and make provision for pupils with special educational needs and disabilities (SEND)

- To explain the roles and responsibilities of everyone involved in providing for pupils with SEND
- To provide equal access to the national curriculum and to plan for, and provide a personalised curriculum which is accessible to the needs of all pupils
- To ensure that every child has an equal opportunity to participate in all aspects of academy life, irrespective of need
- To foster attitudes which will instil self-confidence in pupils, alongside determination, resilience and aspiration; in order to help them acquire the knowledge and skills relevant for life and adulthood
- To support children's well-being and positive mental health
- To ensure staff are adequately and regularly trained to provide high-quality differentiated learning, that supports the development of our SEND pupils
- To establish and maintain successful home/academy communication and relationships
- To acknowledge pupil voice, regularly, via Pupil Passport reviews and parent voice
- To monitor and review individual needs regularly, whilst maintaining clear records of the 'assess, plan, do, review' cycle in line with The Academy's graduated response
- To identify as early as possible those pupils with SEND and their specific needs
- To secure specialist outside agency involvement and resources to effectively support SEND within The Academy
- To establish the criteria and systems for monitoring, evaluating and reviewing the effectiveness of the provision within The Academy's graduated response
- To assist the Governing body in fulfilling their duties regarding provision for pupils with SEND

## Staffing

The SEND team of Thrunscoe Primary and Nursery Academy is:

- SENDCo: Mrs A Matthews
- SEND TA: Miss N Whitfield
- SEND Governor: Mrs C Standley
- Well-Being Mentors: Mrs K Allen & Miss M Whitehead
- Well-Being Lead: Mrs K Holness

## The Role of the SENDCO

- Managing the day to day operation of The Academy's SEND policy
- Assisting the Headteacher and Governing Body in the development of The Academy's SEND policy and provision to ensure that the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements
- Coordinating the provision for all children with SEND
- Liaising with and advising colleagues on the graduated approach to providing SEND support
- Liaising with parents of children with SEND
- Coordinating provision for children with SEND and overseeing their records
- Managing a range of resources, human and material, to enable appropriate provision for children with SEND

- Advising on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively
- Managing The Academy based assessments and completing the documentation required by outside agencies and the LA
- Liaising with secondary academies, early year's providers and other primaries to ensure effective transitions for pupils
- Contributing to the training and development of staff
- Liaising with support staff who deliver intervention programmes
- Liaising with external agencies, especially the local authority and its support services
- Ensuring that the school keeps the records of all pupils with SEND up to date
- Have a holistic overview of SEND within The Academy to determine the strategic development of SEND related challenges.
- Identifying any patterns in The Academy's identification of SEND, both in school and in comparison, with national data, and use these to reflect on and develop the quality of teaching and provision.

### The Role of the Governing Body

The named governor responsible for SEND is: Mrs C. Standley.

The named governor, alongside the governing body, does its best to secure the necessary provision for any pupil identified as having SEND in line with the current statutory legislation.

The SEND link governor will:

- Help raise awareness of SEND related challenges at governing board meetings
- Monitor the quality and effectiveness of SEND provision within The Academy and update the governing board on this
- Work with the head teacher and SENDCo to determine the strategic development of the SEND policy and provision in the school
- Ensure a qualified teacher/s is designated as SENDCo

The governors ensure, through Head teacher delegation, that all teachers are aware of the importance of providing the necessary support for children with SEND and monitor the success of The Academy's SEND policy.

The monitoring criteria include:

- The maintenance of accurate, up to date records by the SENDCo and other staff
- Evidence of observing classroom practice, termly SEND monitoring, SEND spotlights, pupil and parent voice and book looks by the SENDCo (or relevant subject leader), to monitor effective and inclusive provisions
- Analysis of pupil tracking data and test results for individuals and groups of pupils
- Evidence from OFSTED inspection reports
- Academy development plan

### The Role of the Head teacher

The Head teacher's responsibilities include:

- The day-to-day management of all aspects of The Academy including the SEND provision, ensuring all statutory responsibilities are met
- Keeping the Governing Body well informed about SEND within The Academy
- Working closely with the SENDCo to determine the strategic development of the SEND policy and provision in the school
- Working closely with the SENDCo to determine any training needs regarding SEND or inclusion
- Ensuring the SENDCo has enough time allocated to fulfil responsibilities
- Having an overview of the needs of the current cohort of pupils on the SEND register
- Ensuring that The Academy has clear and flexible strategies for working with parents, and that these strategies encourage involvement in their child's education
- The overall responsibility for the provision and progress of learners with SEND
- The responsibility for monitoring The Academy's notional SEND budget and any additional funding allocated by the LA to support individual pupils

### **The Role of the Class Teacher**

The Code of Practice clearly acknowledges the important accountability measure on teachers, whose responsibilities include:

- Being aware of The Academy's procedures for the early identification of, the assessment of and subsequent provision for SEND pupils, outlined in both the SEND policy and SEND Information Report
- Collaborating with the SENDCo to decide the necessary action required to assist the pupil to progress with their learning and area of need
- Working with the SENDCo to collect and share all relevant and appropriate information on the pupil
- In collaboration with the SENDCo & SEND TA, develop and review targets on the child's pupil passport and complete the agreed 'assess, plan, do, review' cycles of support
- Working with SEND pupils on a daily basis to meet individual needs and deliver personalised provision, including closely working with and directing (where/when necessary) support staff for interventions and linking learning back to the classroom
- The progress and development of every pupil in their class
- Developing effective relationships with parents and carers by effectively reviewing their child's progress and outcomes with them, discussing the support which will be provided, clearly explaining the responsibilities of the parent, the pupil and each staff member supporting them and listening to concerns and agreeing future aspirations
- Being involved in the implementation and development of The Academy's SEND policy

### **The Role of the Pupil**

The pupil's responsibilities include:

- Explaining what their strengths and difficulties are
- Contributing to their Pupil Passport, sharing their progress and their pupil voice
- Attending review discussions, if appropriate
- Sharing feedback on the effectiveness of their support and provisions

## Identification Procedures & Stages of Support

All teachers are responsible for identifying and teaching pupils with SEND. In collaboration with the SENDCo, teachers will ensure that those pupils requiring personalised and/or additional support are identified as early as possible. Observation and assessment are the key processes by which pupils with SEND can be identified. Whether or not a pupil is making progress, and how their behaviours impact upon their learning, are seen as significant factors in considering the need for SEND provision.

### **Early Identification:**

Early identification of pupils with SEND is a key priority. The Academy will use appropriate screening and assessment tools, and ascertain pupil progress through:

- Evidence obtained by teacher observation/assessment
- Their performance against national curriculum development descriptors
- Standardised screening and assessment tools
- Information from parents
- Information from external agencies, such as health, the LA, FFPs etc

### **Cycle 1: Classroom based academy support**

The initial stage of the graduated response process will be initiated by the child's class teacher, upon the teacher identifying a concern regarding the child's development in one or more of the four broad areas of need. This will require the classroom teacher to assess the pupil (according to their area of need/s) and have an initial informal conversation with parents/carers to establish short-term targets and strategies (in school and possibly at home) to address these needs.

### **Cycle 2: SENDCo involvement**

Academy Support is characterised by interventions that are different from or additional to the curriculum for any other pupil. Academy support intervention can be triggered through concern, supplemented by evidence that, despite quality first teaching and the receipt of additional strategies/resources (put in place by the class teacher), pupils:

- Make no or less than expected progress
- Demonstrate difficulty in the acquisition and development of English or mathematical skills
- Show persistent emotional challenges, which are not supported effectively by the behaviour management strategies
- Have sensory/physical needs, and make little progress despite the provision of specialist equipment such as pencil grips, writing slopes
- Experience communication and/or interaction problems and make little or no progress despite experiencing targeted speech and/or interaction support.

If The Academy decides, after consultation with parents, that a pupil requires additional support to make progress, the SENDCo, in collaboration with teachers, will assess the needs of the pupil, using appropriate internal assessment indicators (if relevant) and provide support, if needed, in the development of a pupil passport. The pupil passport will address

short-term, achievable targets and will detail what interventions are to be secured for this to be achieved. The class teacher will remain responsible for sourcing these interventions and the interventions will be carried out by the class teacher, teaching assistant or SEND TA. At this point, the pupil concerned will be categorised as 'SEND Support' on Arbor and will be added to The Academy's internal SEND register.

### **Cycle 3: Specialist Support**

This is characterised by a sustained level of support and, where appropriate, the involvement of external service such as independent specialist consultants (for cognition and learning, SEMH and communication and interaction), Young Minds Matter, Speech and Language service (SALT), etc. Placement of a pupil at this level will be made by the SENDCo and class teacher after full consultation with parents. External support services will advise on targets, after assessment of the pupil and provide specialist inputs to support interventions.

Specialist support intervention will usually be triggered through continued concern, supplemented by evidence that, despite receiving adapted teaching and a sustained level of support, a pupil:

- Still makes little or no progress in specific areas over a long period
- Continues to work within the National Curriculum but considerably lower than age related expectations
- Continues to experience difficulty in developing English/ mathematical skills
- Has mental health/ emotional challenges that often substantially impedes their own learning or that of the group, this may be despite having an PBSP (positive behaviour support plan).
- Has sensory or physical needs requiring additional specialist equipment or visits/advice from specialists
- Have communication or interaction challenges that impede the development of social relationships, thus presenting barriers to learning.

External support services will require access to pupils' records in order to understand the strategies employed to date, and the targets set and achieved. The specialist may be asked to provide further assessments and advice, and possibly work directly with the pupil. However, parental consent will be sought prior to this along with the parental view of their concerns. Suggested strategies, resources and other forms of associated support will be obtained from the specialist and implemented by the class teacher and any other staff member involved with that child. Where appropriate, The Academy may well request direct intervention/support from a specialist. The class teacher, however, remains as the responsible adult in charge of over-seeing that pupil's progress.

### **Cycle 4: Educational Psychologist involvement**

An Educational Psychologist may become involved when: A) a child continues to make little or no progress towards achieving targets associated with their area of need despite specialist intervention and support or B) it is deemed that the needs of the child are so significant that Educational Psychologist support is essential in meeting the child's need. In exceptional circumstances, a child may skip through the graduated response straight to EP level if the need of the pupil is so great that immediate EP support is warranted.

## **Cycle 5: Education, Health and Care Needs Assessment Request/Education Health and Care Plan**

The Academy will request a Statutory Assessment from the Local Authority when, despite an individualised programme of sustained intervention within Specialist Support, the child's needs remain a significant cause for concern due to lack of progress. A Statutory Assessment might also be requested by a parent or outside agency. The Academy will have the following information available:

- The actions followed with respect to academy support and specialist support
- The pupil's pupil passport
- Records and outcomes of regular reviews undertaken
- Information on the pupil's health and relevant medical history
- National Curriculum assessment information
- Attendance
- Core attainment records
- Other relevant assessments from specialists such as support teachers and Educational Psychologists
- The views of parents
- Where possible, the views of the child
- Social Services/Educational Welfare Service reports (if applicable)
- Any other involvement by professionals

An Education, Health and Care Plan will normally be provided where, after a Statutory Assessment, the Local Authority considers the child requires provision beyond what The Academy can offer to all pupils. However, a request for a Statutory Assessment does not inevitably lead to a plan being issued if the LA deem that the support and provision required can be met at SEND support level.

Education, Health and Care Plans are documents that raise aspirations and outline the provision required to meet the assessed additional needs of the child in achieving his/her ambitions. Education, Health and Care Plans should specify how services will be delivered as part of a whole package and explain how best to achieve the outcomes sought across education, health and social care for the child.

### **Reviews of Education Health and Care Plans**

Reviews will be held annually and the date of the review will be determined by the start date of the initial plan and the date of the subsequent plan in the following years. Please note, in some cases (escalation of needs or preparation for secondary school) some reviews may be held early to ensure The Academy can continue to provide the most appropriate support.

The SENDCo will organise these reviews and invite:

- The child's parent
- The child, if appropriate
- The headteacher
- The relevant teacher and teaching assistant
- Any other relevant academy staff
- A representative of the Local Authority (though they may not need to attend)

- Any other person the Local Authority considers appropriate
- Any other relevant outside agencies and health care professionals that are currently involved with meeting the needs of the child.

The aim of the review will be to:

- Assess the pupil's progress in relation to the pupil's outcomes
- Review the provision made for the pupil in the context of the four broad areas of need
- Consider the appropriateness of the existing Education, Health and Care Plan in relation to the pupil's performance during the year, and whether to cease, continue, or amend it
- Set new targets for the coming year

At Year 6 reviews, the SENDCo of the secondary school/academy will be invited to attend, if the secondary academy placement has been confirmed. This enables the receiving setting to plan appropriately for the new academic year.

The SENDCo, overseen by the headteacher, will produce a report of the annual review meeting via the EHCP hub and send it, with any supporting documentation, to the LA. The Academy recognises the responsibility of the Local Authority in deciding whether to maintain, amend or cease an Education, Health and Care Plan.

Pupils with EHCP will still have a pupil passport detailing their EHCP outcomes broken down into termly 'small steps' that work towards meeting their overall long-term outcomes. These will be reviewed termly alike pupils that are on SEND support with no EHCP.

### **Retention of SEND documents**

All records relating to pupil SEND are not stored (electronically nor in paper format) after the child leaves the academy (either due to transitioning to KS3, another setting e.g. specialist or other mainstream). When a child leaves Thrunscoe Primary Academy, their SEND records will be passed on in their entirety to their next educator, unless they are required to be retained for pending legal proceedings.

As per the SEND Code of Practice 2015: Maintained schools must transfer information, including SEN information, about pupils to other schools in the UK (maintained or independent) in accordance with the Education (Pupil Information) Regulations 2005.

### **Thrunscoe Academy's Information Report**

The SEND Information Report provides a detailed overview of information on what services children, young people and their families can expect from us at Thrunscoe Primary Academy and Nursery.

The SEND Information Report can be found on Thrunscoe's website in the SEND section.

### **Complaints Procedure**

The Academy's complaints procedure is outlined in The Academy prospectus. The SEND Code of Practice outlines additional measures the Local Authority have for preventing and resolving disagreements. These will be explained to parents if required and upon request.

Policy reviewed: February 2026

Approved by the governing body on: 26/03/2026

Next review date: February 2027

## A Graduated Response

### Cycle 1: CLASSROOM-BASED

- Child causes concerns due to poor progress/behaviour/communication/physical & sensory
- Collaborate with parents – record on CPOMS
- Assess (Small Steps, SPOT Toolkit, RELEASS, Lego Therapy)
- Plan Quality First Teaching / differentiation / PT/ in-class and home support
- Do
- Review
- Collaborate with parents (feedback) – record on CPOMS

### Cycle 2: SENDCOs Involved

- Continued lack of progress complete 'Request for SEND support'
- Assess (Small Steps, PhaB, Visual Stress, BVPS, SPOT, ASC Toolkit)
- Plan - QFT / Differentiation / Interventions / Provision Map
- Do
- Review
- Collaborate with parents (feedback) – record on CPOMS

### Cycle 3: Agency/Specialist Involved

- Continued lack of progress – Involve Specialist Advisory Teacher (ST) – parental permission completed
- Assess (ST)
- Collaborate with parents (ST)
- Plan – Personalised programme
- Do (Follow Service guidance)
- Review
- Collaborate with parents (feedback) – record on CPOMS


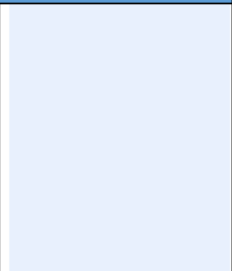
### Cycle 4: EP Involved

- Continued lack of progress – Involve EP – parental permission completed
- Collaborate with parents (EP)
- Assess (EP)
- Plan – Personalised programme
- Do (Follow EP guidance)
- Review
- Collaborate with parents (feedback) – record on CPOMS

### Cycle 5: Consideration to EHCAR

- Continued lack of progress/ significant extensive support required to progress
- Meeting between parents, school and agencies
- Begin EHCAR
- Collaboration between parents, school and agencies

- **Submit EHCAR with evidence / reports**

<b>My name is: Forename Surname</b> <b>I like to be called:</b> <a href="#">Click here to enter name.</a>		<b>Thrunsoe Primary Academy</b> <b>Student passport</b> 	<b>Things that are important to me:</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>•</li> </ul>																											
Date of birth: <i>[date]</i> CoP Cycle number: .			<b>I would like you to know that:</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul> <b>This means that:</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul>																											
<table border="1"> <thead> <tr> <th colspan="2">Outside Agency involvement</th> </tr> <tr> <th colspan="2">Key</th> </tr> <tr> <td>✓</td> <td>Currently involved</td> </tr> <tr> <td>A</td> <td>Awaiting</td> </tr> <tr> <td>H</td> <td>Historic</td> </tr> </thead> <tbody> <tr> <td>Early Years Team</td> <td>Neuro Pathway</td> </tr> <tr> <td>Health Visitor</td> <td>SAS C &amp; I</td> </tr> <tr> <td>School nurse</td> <td>SAS C &amp; L</td> </tr> <tr> <td>Paediatrician</td> <td>SAS SEMH</td> </tr> <tr> <td>SALT</td> <td>Ed Psych</td> </tr> <tr> <td>Q&amp;A Therapy</td> <td>SEND Consult</td> </tr> <tr> <td>Compass Go</td> <td>Early Help</td> </tr> <tr> <td>Fortis</td> <td>Social Worker</td> </tr> <tr> <td>YMM</td> <td>H &amp; V Team</td> </tr> </tbody> </table>				Outside Agency involvement		Key		✓	Currently involved	A	Awaiting	H	Historic	Early Years Team	Neuro Pathway	Health Visitor	SAS C & I	School nurse	SAS C & L	Paediatrician	SAS SEMH	SALT	Ed Psych	Q&A Therapy	SEND Consult	Compass Go	Early Help	Fortis	Social Worker	YMM
Outside Agency involvement																														
Key																														
✓	Currently involved																													
A	Awaiting																													
H	Historic																													
Early Years Team	Neuro Pathway																													
Health Visitor	SAS C & I																													
School nurse	SAS C & L																													
Paediatrician	SAS SEMH																													
SALT	Ed Psych																													
Q&A Therapy	SEND Consult																													
Compass Go	Early Help																													
Fortis	Social Worker																													
YMM	H & V Team																													

<b>It would support me if you could:</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul>	<b>I will support myself by:</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul>
---	---

<b>Additional support</b>			<b>Data and attainment information</b>			
<b>Autumn Term</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul>	<b>Spring Term</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul>	<b>Summer Term</b> <ul style="list-style-type: none"> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> <li>• <a href="#">Click here to enter text.</a></li> </ul>	<b>Previous Year</b>	R: ?	W: ?	M: ?
			<b>Autumn End</b>	R: ?	W: ?	M: ?
			<b>Spring End</b>	R:	W:	M:
			<b>Summer End</b>	R:	W:	M:

Desired Outcomes Autumn Term	Provisions (include class & intervention)	Implementation (Who & How Often?)	Review and IMPACT (6&12 weeks)	Desired Outcomes Spring Term	Provisions (include class & intervention)	Implementation (Who & How Often?)	Review and IMPACT (6&12 weeks)
Desired Outcomes Summer Term	Provisions (include class & intervention)	Implementation (Who & How Often?)	Review and IMPACT (6&12 weeks)	Pupil Views: <a href="#">Click here to enter text.</a> Autumn: <a href="#">Click here to enter text.</a>  <u>Spring:</u> <a href="#">Click here to enter text.</a>  Summer 2: <a href="#">Click here to enter text.</a>			
				Parent View: Autumn:  Spring:  Summer			
				Autumn Signature:	Spring Signature:	Summer Signature:	