

### Frequently Asked Questions

Parent's Questions	Answers
<p>How does the setting / school / college know if children/young people need extra help and what should I do if I think my child/young person may have special educational needs? CoP p 83 6.14 – 6.18</p>	<p>Children who require extra help are identified by firstly by the class teacher who will then seek advice and support from the SENDCo and/or Headteacher. We look at the rate of progress of children which is tracked and reviewed termly. Any gaps that may be occurring identify where additional support may be required for children. If parents/guardians have concerns that their child may be having difficulty they can make an appointment to speak to the class teacher or SENDCo who will listen and offer further advice and support.</p>
<p>How will early years setting / school / college staff support my child/young person? CoP p 84 6.19 – 6.27</p>	<p>Our Early Years Coordinator will plan a clear education programme for all children in our Early Years Setting. Within Foundation Stage, we have 2 Teachers, 2 Nursery Nurses and additional teaching support staff to support and work with any child receiving additional support or any groups of children requiring additional time to revisit and consolidate their learning. The regularity and structure of support will be outlined and discussed with parents.</p>
<p>How will the curriculum be matched to my child's/young person's needs? CoP p 88 6.36 – 6.44</p>	<p>Every child receives Quality First Teaching from their class teacher. Work is differentiated according to the child's current levels and needs. This will help the child to grow in independence and work at the right level to build on their skills and have some challenge available when appropriate.</p>
<p>How will I know how my child/young person is doing and how will you help me to support my child's/young person's learning? CoP p 93 6.64 6.71</p>	<p>We hold annual parent's evenings twice a year where teachers will discuss progress and explain the support in place for a child and will share any SEN information. SEN formats for recording child's needs are discussed and shared with parents. The formats are reviewed and next steps outlined with the parents. If a child has a My Support Plan or an Education, Health and Care Plan parents and pupils will be actively involved in creating them and reviewing them. School operates an open door policy and welcomes parents to make an appointment if they wish to discuss progress.</p>

<p>How are the setting's / school's / college's resources allocated and matched to children's/young people's special educational needs? SEN Information Report</p>	<p>Resources can be personalised according to need. If specialist equipment is required to meet the needs of a child, the special needs service may provide school with the equipment or school will endeavour to purchase the necessary items to ensure that the needs are met.</p>
<p>How will school/college support my child in making transitions to new schools/colleges or into employment?</p>	<p>As children move from Key Stage 2 (Year 6) to Secondary School, we prepare children by arranging extra transition meetings for the child if they feel they need this before initial transition or after the main transition day. Class teacher and SENDCo liaise with SENDCo from the high schools to aid a smooth transition. If a child is leaving us to attend another school we also plan a smooth transition where the child visits their new school</p> <p>SENDCo will ensure the new school has all the information about the pupil to aid transition.</p>
<p>How is the decision made about what type and how much support my child/young person will receive?</p>	<p>If a child is working at SEN Support the class teacher and SENDCo will agree on effective time management to provide the child to work on their SMART targets in order to narrow the gaps that they may have. This is shared with parents on the Supporting Me to Learn Plan. If a child requires additional support from external agencies and clear targets are recommended then the support service will recommend a time allocation of support in discussion with the class teacher and SENDCo. If a child has a Support Plan or an Education, Health and Care Plan the agreed support will be written within the documentation and parents will be involved within the discussion. If it is recommended that adult support would be required then the Headteacher would allocate an Educational Support Assistant to work alongside the child specifically for their needs outlined in the plan. The support is reviewed termly and then annually (if the child has an Education, Health and Care plan. Any plans that are updated are shared with parents.</p>
<p>Who can I contact for further information?</p>	<p>If you have any concerns regarding your child then please do not hesitate to make an appointment to speak with the class teacher, SENDCo or Headteacher. Staff will be prepared to listen to your concerns or questions and staff will be able to offer you advice.</p>