



# Acton Gardens Primary School

Aspire • Grow • Persevere • Succeed

## Special Educational Needs (SEN) Policy

Date of last review: October 2022

Date of next review: October 2023

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## **Special Educational Needs Policy**

**Berrymede Junior School is committed to providing an inspiring, safe and caring environment in which all pupils are challenged and supported to maximise their potential.**

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### **1. Aims**

Our SEN Policy aims to:

- Set out how our school will support and make provision for pupils with special educational needs (SEN)
- Identify the roles and responsibilities of staff in providing for children's special educational needs
- Enable all children to have full access to all elements of the school curriculum

### **2. Legislation and guidance**

This policy is based on the statutory Special Educational Needs and Disability (SEND) Code of Practice and the following legislation:

- Part 3 of the Children and Families Act 2014, which sets out schools' responsibilities for pupils with SEN and disabilities
- Special Educational Needs and Disability Regulations 2014, which set out schools' responsibilities for education, health and care (EHC) plans and SEN co-ordinators (SENCOs)

### **3. Definitions**

'Children have SEN if they have a learning difficulty which calls for special education provision to be made for them.'

Children have a learning difficulty if:

- They have significantly greater difficulty in learning than the majority of children of the same age
- They have a disability which prevents or hinders them from making use of the educational facilities that are provided for children of the same age
- They are under school age and fall within the definitions above

#### **4. Roles and responsibilities**

The SENCo is Mrs N Patel who:-

- Manages the day-to-day operation of the policy
- Co-ordinates the provision for and manages the responses to children's special needs
- Supports and advises colleagues
- Oversees the records of all children with special educational needs
- Acts as the link with parents
- Acts as a link with external agencies and other support agencies
- Monitors and evaluates the special educational needs provision and reports to the governing body
- Manages a range of resources, human and material, to enable appropriate provision for children with special educational needs
- Contributes to the professional development of all staff
- Makes strategic decisions in order to maximise all children's opportunity to learn
- Delegates day-to-day implementation of this policy to the SEN team and designated staff
- Monitors and evaluates the progress of all children, including those with SEN through the whole school pupil progress tracking system and through analysis and assessment of progress tracked through the school's provision mapping document.

The SEN Governor will:-

- Help to raise awareness of SEN issues at governing board meetings
- Monitor the quality and effectiveness of SEN and disability provision within the school and update the governing board
- Work with the Headteacher and SENCo to determine the strategic development of the SEN policy and provision in the school

The Headteacher will:-

- Work with the SENCo and SEN governor to determine the strategic development of the SEN policy and provision in the school
- Have overall responsibility for the provision and progress of learners with SEN and/or a disability

Class teachers are responsible for:-

- The progress and development of every pupil in their class
- Working closely with any teaching assistants or specialist staff to plan and assess the impact of support and interventions and how they can be linked to classroom teaching
- Working with the SENCo to review each pupil's progress and development and decide on any changes to provision

- Ensuring they follow this SEN policy

## **5. Monitoring arrangements**

- This policy and information report will be reviewed by every year by the SENCo and the Governing Body. It will also be updated if any changes to the information are made during the year.
- It will be approved by the governing board.

## **6. Links with other policies and documents**

This policy links to our policies/documents on:

- Exclusions policy
- Supporting pupils with medical conditions
- Behaviour and Discipline
- Anti-bullying
- Child Protection
- Equality, Diversity and Community Cohesion
- Inclusion
- Safeguarding
- Accessibility Plan

This policy links to the following document:

- SEN Information Report

This policy links to the following website:

- The Ealing local authority local offer  
<https://www.ealingfamiliesdirectory.org.uk/kb5/ealing/directory/localoffer.page?localofferchannelnew=0>