



SEND  
INFORMATION  
REPORT  
Copperfield  
Academy

# WELCOME



Here, at Copperfield Academy, children are at the centre of all we do. Our vision, redefined in 2018, still stands true, and will endure any test of time:

**‘Children are our Priority, Change is the Reality, Collaboration is our Strategy’**

My name is Mrs Waddell and I am the Assistant Headteacher for Inclusion. I carry out the role of SENDCo (Special Educational Needs and Disabilities Co-Ordinator) which involves supporting and coordinating provision for children with Special Educational Needs and Disabilities (SEND).

If you are ever concerned about your child's progress or development, please speak to the class teacher in the first instance. The teacher can then complete a referral form to request SENDCo support or advice if needed.

If you would like to speak to me, I can be contacted via Class Dojo or by calling the school office on 01474 352488 (during school hours) .

What types of  
SEND are  
provided for?

How does the  
school identify and  
assess children with  
SEND?

Quality First  
Teaching

The  
Graduated  
Approach

Referral for  
an EHCP

Interventions

How does the  
school  
communicate with  
me and my child?

How does my  
child have  
his/her say?

How will my child  
be supported with  
transition?

What is our  
SEND ethos  
and approach?

SEND  
Facilities

SEND  
Resources

Staff Training

Where can I find  
SEND support  
and information?

Problems and  
complaints

Specialist  
Resource  
Provision

# CONTENTS

CLICK ON ONE OF  
THE LINKS TO FIND  
OUT MORE  
INFORMATION ABOUT  
SEND AT  
COPPERFIELD  
ACADEMY.



# WHAT IS OUR SEND ETHOS AND APPROACH?

We have an inclusive ethos in all areas of school life, including teaching, learning and the curriculum. We use inclusive, targeted quality first teaching from the class teacher with adapted planning to support ALL children to access the curriculum at their level. Learning support assistants (LSAs) are also used in lessons to support individual pupils or groups.

Pupils with SEND have opportunities to take part in all extra-curricular clubs and join in with trips and visits. Assemblies and the curriculum are used to raise awareness, promote diversity, and discuss issues such as bullying and discrimination.





# WHAT TYPES OF SEND ARE PROVIDED FOR?

We are an inclusive school that aims to meet the needs of ALL learners. A pupil has SEND where their learning difficulty or disability calls for special educational provision; this is provision different from or additional to that which is normally available to pupils of the same age. The types of SEND that are provided for fall under 4 broad areas:

## **Communication and interaction:**

Children with speech, language and communication needs have difficulty in communicating with others. This may be because they have difficulty saying what they want to, understanding what is being said to them or they do not understand or use social rules of communication.

## **Cognition and learning:**

Learning difficulties covers a wide range of needs, including moderate learning difficulties, severe learning difficulties, through to profound and multiple learning difficulties where children are likely to need support in all areas of the curriculum and have associated difficulties with mobility and communication. Specific learning difficulties, affect one or more specific aspects of learning - this encompasses a range of conditions such as dyslexia and dyscalculia.

## **Social, emotional and mental health difficulties:**

Children may experience a wide range of social and emotional difficulties which manifest themselves in many ways. These may include becoming withdrawn or isolated, as well as displaying challenging, disruptive or disturbing behaviour. These behaviours may reflect underlying mental health difficulties.

## **Sensory and/or physical needs:**

Some children require special educational provision because they have a disability which prevents or hinders them from making use of the educational facilities generally provided. These difficulties can be age related and may fluctuate over time. Many children and young people with vision impairment, hearing impairment or a multi-sensory impairment will require specialist support.



# HOW DOES THE SCHOOL IDENTIFY AND ASSESS CHILDREN WITH SEND?

At Copperfield Academy, we know that early identification is key to helping all children succeed.

Information to help identify children with SEND is gathered from:

- Parents/carers and the child's views
- School staff
- School-based assessments
- Additional advice/assessments may be gathered via referral to outside agencies such as:
  - Portage
  - Specialist Teaching and Learning Service (STLS)
  - Speech & Language Therapists
  - Paediatricians
  - Occupational Therapists & physiotherapists
  - Social Care
  - Educational Psychologists
  - School Nursing Service
  - Early Help Team





# Quality First Teaching

All children should be able to access high quality first teaching in their class. Our teachers work incredibly hard to adjust the learning in their class to meet the varying needs of all pupils.

Cognition & Learning QFT Strategies	Communication & Interaction QFT	SEMH QFT Strategies	Sensory & Physical QFT Strategies
Clear targets for 'Next Steps'; building on what pupils can already do	Increased visual aids including use of a visual timetable	Clear, consistent reference to behaviour charts/Life Values with praise/reward	ICT ease of access settings e.g. magnifier
Make explicit links to prior learning and recap key learning points throughout and at end of lessons (overlearning)	Eye contact or pupil's name used to gain attention <u>before</u> giving information or instructions	'Catch' pupil 'being good' and provide regular, specific praise/reward. Use of Brilliant Book	Coloured overlays or different coloured paper. Coloured background on interactive whiteboard screen
Instructions given in small chunks with visual cues	Key words/vocabulary emphasized when speaking and displayed visually	Give classroom responsibility to raise self esteem	Consider lighting - natural and artificial
Opportunities to work with a scribe, in small groups or using ICT.	Minimize use of abstract language, idioms etc	Use of 'now/next' or 'first/then' board with visuals	Ensure appropriate print size photocopies
Ask pupils to explain tasks to clarify understanding	Information or instructions in manageable chunks	Play calming music/sounds where appropriate	Consider seating - in front or close to the board/resources/teacher
Minimize copying from the board: copies for individual pupils where needed	Simple checklist/task lists with visual cues. Start/finished tray	Communicate in a calm, clear, consistent manner	Keep background noise/distractions to a minimum
Additional thinking time or time to complete tasks	Delivery slowed down with time given for processing	Use post-its for questions rather than interruptions	Repeat contributions from children that speak quietly
Key words/vocabulary clearly emphasized and displayed in room	Clear modelling of what is expected to support auditory processing	Interactive strategies e.g. holding up answers, come to front to take a role etc	Face pupils when speaking and keep hands away from mouth
Use alternative ways to record learning - mind maps, voice recorders, ICT, writing frames, sorting, scribe	Non-verbal feedback system to demonstrate whether something has been understood. E.g. thumbs up	Visual timer used to measure and extend time on a task	Left handed and right handed pupils not next to each other with adjacent hands
Learning buddies/talk partners/B's before me	Use of Talking Partners to encourage, but not replace, verbal responses	Quiet area or safe space available for calming/working if needed	Sloping desk stand if appropriate
Alphabet strips/phoneme mats/key spellings on desk	Effective use of questioning and encouraging children to ask and answer questions	Alternative seating for tasks/carpet time, or wobble cushions if needed	Lined paper with sufficiently wide spaces
Whiteboards/pens available to make notes, try out spellings, record ideas & remember	Range of multi-sensory approaches used to support spoken language e.g. pictures, concrete apparatus, role-play, artefacts	Use of fiddle toys for anxiety/calming	Read aloud as you write on the board
Multi-sensory resources used	Quiet, distraction free workstation available if needed	Provide opportunities to demonstrate skills and build self-confidence	Use of ear defenders
Pre-teach key vocabulary	Parents advised of new vocabulary so it can be reinforced at home	Consider seating arrangements - focus on triggers, self esteem etc	Use of sensory toys for calming/provide sensory breaks
Clearly presented text and fonts with tasks/resources adapted to suit ability	Ensure preferred methods of communication are shared with key staff	Provide movement breaks/brain breaks	Use of weighted blankets
Model and scaffold learning and teach/model memory techniques	Model good language and extend vocabulary	Ensure that tools/equipment/concrete resources are easily at hand	Pencil grips/left handed scissors/rulers with handle



# INTERVENTIONS



If quality first teaching is not enough to meet a child's needs, then we put in place time-limited, evidenced-based interventions to target skills that we have identified as being a barrier to learning. The aim is for the child to catch up to be age-appropriate within that skill. If this does not work, then we put in place personalised curriculums or provision to meet a child's individual needs.

Communication & Interaction	Cognition & Learning	Social, Emotional & Mental Health	Sensory and/or Physical
<ul style="list-style-type: none"><li>• Little Link</li><li>• Speech Link</li><li>• Pre-Teaching</li><li>• Communication Boards</li></ul>	<ul style="list-style-type: none"><li>• Read Write Inc</li><li>• Precision teaching</li></ul>	<ul style="list-style-type: none"><li>• Thrive</li><li>• Drawing and Talking</li><li>• Zones of Regulation</li><li>• Lego Club</li><li>• Time to Talk</li></ul>	<ul style="list-style-type: none"><li>• Sensory Circuits</li><li>• BEAM</li><li>• Fine motor skills programmes</li></ul>





# REFERRAL FOR AN EHCP

An EHC Needs Assessment can be requested when a child has a learning difficulty or a disability and is not making the progress expected with the support that is being put in place, or the parents of the child believe that the education setting is not able to provide the help and support which is needed.

Families and schools are encouraged to work together to discuss the provision in place for a child and decide if/when statutory assessment is appropriate. An EHC Needs Assessment is usually requested by the school but can be requested by a parent.

An EHC Needs Assessment may result in an **Education, Health and Care Plan (EHCP)** being issued. Parents have the right to appeal against a decision not to issue an EHC Plan.

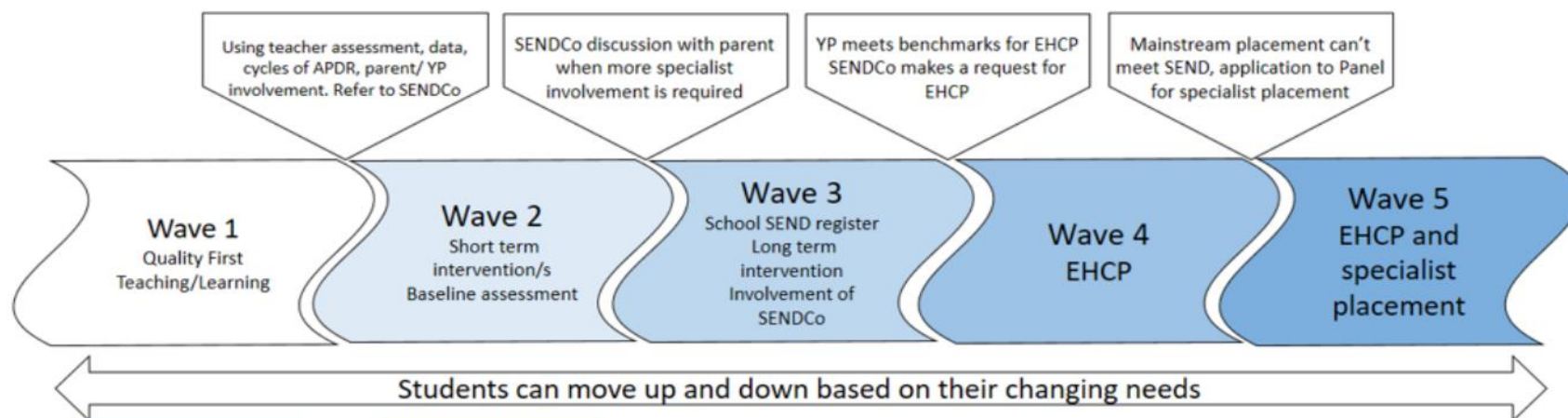
An EHCP is a document which sets out the education, health and social care needs of a child and the support that is necessary to help them to progress and achieve their outcomes (for some this may be up to age 25).

Once the EHCP has been completed and agreed, it will be kept as part of the pupil's formal record and reviewed at least annually by staff, parents and the pupil at an Annual Review meeting.



# THE GRADUATED APPROACH

The SENDCo identifies children with SEND through cycles of **assess, plan, do, review**.



## School approaches

Every YP receives at least Wave 1  
All staff responsible for ensuring delivery of Wave 1  
Expectation of teachers to deliver as per Teacher Standards  
Teacher has implemented QFT classroom strategies and follows Assess, Plan, Do, Review (APDR) cycles  
Reasonable adjustments are in place in class

Not making expected progress despite reasonable adjustment and QFT at wave 1  
Short Term specific intervention required. (specialist, class or curriculum)  
Baseline assessments to be completed with recommendations as per school SEND policy  
Consider whether YP should be on SEND register

Assessment to establish ongoing area of need/s  
Ongoing, specific support to address YP's SEND  
Evidenced based interventions monitored by SENDCo  
Individual learning plan, measurable targets, provision outlined  
SENDCo coordinates provision, assessment, measuring impact and liaising with outside agency if needed  
YP recorded on SEND register

YP has significant additional needs which can't be met within the core school curriculum  
Support needed over and above Wave 3  
YP needs highly personalised and closely monitored provision  
May need specialist support from external services  
YP recorded as EHCP on SEND Register  
At least annual review of EHCP







YP needs can't be met within a mainstream setting  
Differentiated curriculum in a setting with small learner numbers and a high staff ratio  
Access to specialist services such as SALT, Physio and OT  
May need therapeutic input such as music or play therapy  
At least annual review of EHCP



# HOW DOES THE SCHOOL COMMUNICATE WITH ME AND MY CHILD?

We value the importance of good home-school communication. All children on the SEND register have a SEND Support Plan - this outlines your child's targets and SEND provision. Parents/carers are invited to termly parent meetings to review progress towards outcomes, evaluate the effectiveness of provision and discuss and agree targets.

We also share information in the following ways:

- |  |  |
|--|--|
| <br>Annual Review Meetings (for children with an Education, Health and Care Plan) | <br>Team Around the Family (TAF) meetings (where outside agencies are involved) |
| <br>Termly 'book looks' with parents, children and teachers                     | <br>Termly ClassDojo reports  |
| <br>Class Dojo, Arbor, email and information on our website                     | <br>Annual reports  |



# HOW DOES MY CHILD HAVE HIS/HER SAY?

- ✓ All adults speak to the children regularly about their learning and progress.
- ✓ Where appropriate, children are invited to Annual Review meetings to share their views. Sometimes we collect the child's views before the meeting using different methods such as questionnaires or communication boards.
- ✓ Children are invited to parents' evenings to share their views.
- ✓ Each class also has a Pupil Parliament representative to share their views, which includes children with SEND.



# HOW WILL MY CHILD BE SUPPORTED WITH TRANSITIONS?

## Where children are joining the school:

- All children with SEND can visit the school and have a tour prior to starting to familiarise themselves with the staff, school structure, and main sites including toilets, hall, playground etc
- A social story will be provided for all children with SEND to introduce their new classroom leaders and to outline a typical school day (class timetable, entry/exit gates, toilets, lunch hall, etc)
- We have a highly skilled pastoral team to monitor well-being and playground Prefects to help children make new friends
- All SEND records will be requested from the previous school

## When pupils are moving within the school:

- Prior to the start of a new academic year, class teachers and LSAs receive information about the SEND children in their class, including their SEND Support Plan, Provision Plan and Learning/Behaviour Profile.
- Relevant training/courses is arranged for teachers/LSAs as needed

## Transitions to secondary school:

- Where children with SEND are transferring to Secondary School, the SENDCo will contact the secondary school to transfer SEND information and discuss transition support
- All pupils in Y6 are offered transition visits to their secondary school

## When pupils move on to another school:

- All children with SEND will be supported to visit their new school and have a tour prior to starting to familiarise themselves with the staff, school structure, and main sites including toilets, hall, playground etc
- If possible, a social story will be provided to introduce their new classroom leaders and to outline their new typical school day (class timetable, entry/exit gates, toilets, lunch hall, etc)
- All school SEND records are passed on to any other school a child transfers to






 This booklet will help you to  




 learn all about our class.





# SEND FACILITIES

We have fully accessible buildings (via ramps) and an accessible toilet. We also have a range of intervention spaces across the school, including speech and language, EAL and a sensory room.



Our fantastic Pastoral Hub is used for social, emotional and mental health interventions.

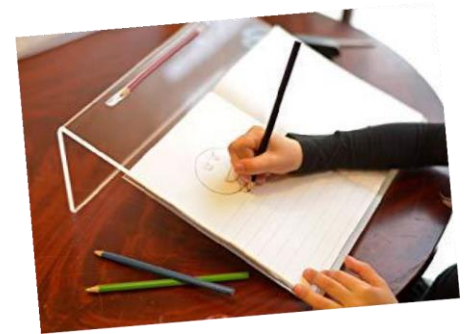


# SEND RESOURCES

We have a range of SEND resources and equipment for use throughout the school if needed or recommended. We also have two school dogs, TJ and Maggie, who work with children.

Resources include:

- Writing slopes
- Pencil grips
- Specialist cutlery
- Fiddle bands
- Stress balls
- Ear defenders
- Balance balls
- Wobble cushions



# SPECIALIST RESOURCE PROVISION

PIPS Class is a Specialist Resource Provision for pupils with Autism Spectrum Disorder (ASD). The provision opened in January 2022 and currently supports 15 pupils. Each child has an Educational Healthcare Plan (EHCP) and a provision plan which is reviewed regularly.

The SRP is led by an experienced Teacher supported by experienced Specialist Support Assistants who support the children within the provision, as well as in their mainstream classes. Children in the SRP are included in all aspects of school life which includes after school clubs, assemblies, school trips, Pupil Parliament and whole school activities.





# STAFF TRAINING



We strongly believe that staff development allows us to better understand and, therefore, meet the needs of our children. Staff training is an ongoing process.

- ▶ The SENCo is a qualified teacher who holds the National Award for SEND Co-ordination
- ▶ We have a Thrive Approach practitioner and staff trained in Drawing and Talking
- ▶ The SENDCo attends regular SENDCo up-date meetings and forums run by the Local Authority and Reach2 relating to the needs of pupils within the school
- ▶ STLS regularly conduct termly training sessions as well as need specific surgeries for targeted classes and/or year groups
- ▶ Regular opportunities are given to staff to attend courses on relevant SEND topics
- ▶ Staff training needs are also supported through PD days, peer mentoring and coaching, modelling, observation, working with outside agencies and staff meetings



# WHERE CAN I FIND SEND SUPPORT AND INFORMATION?

Kent Local Offer has a wealth of information for children and young people with SEND and their parents and carers about education, health and care services, leisure activities and support groups. <https://www.kent.gov.uk/education-and-children/special-educational-needs>

ISAK (Information, Advice and Support Kent) is a free, confidential and impartial service based in Kent. ISAK supports families of children and young people (0 to 25 years) with special educational needs or disabilities.

<https://www.iask.org.uk/>

Kent County Council <https://www.kent.gov.uk/education-and-children/special-educational-needs/support-for-school-age-children/apply-for-and-choose-a-school/choose-a-school-for-your-send-child>

<https://www.kent.gov.uk/education-and-children/special-educational-needs/support-for-school-age-children/apply-for-and-choose-a-school/choose-a-school-for-your-send-child>

We Are Beams are a charity supporting disabled children, young people and families in Kent and Medway.

<https://wearebeams.org.uk/>

Our SEND Policy contains more information - this can be found on our school website





# PROBLEMS AND COMPLAINTS

At Copperfield Academy, we always encourage parents to get in touch if they have questions or concerns about their child's learning. We invite parents to share concerns early so that they do not become a problem.

However, if you are unhappy with the special educational provision that your child is receiving:

- Your first approach is to speak to your child's class teacher - you can arrange an appointment via ClassDojo or through the main school office
- If the problem or concern persists, the next step is to speak to the SENDCo by arranging an appointment via ClassDojo or through the main school office
- If necessary, the next step is to approach the Head Teacher, you can make an appointment via ClassDojo or through the main school office. It is the Head's job to hold staff to account if things are not right, or to explain why the school is unable to meet a request
- If your concerns are not resolved, please see our Complaints Policy for advice on how to proceed, this can be found on our school website





Copperfield  
Academy