



Special Educational Needs & Disabilities: A Guide for Parents/Carers

Step 1

You as a parent/carers, or we as a school may have concerns about your child; these concerns may be about your child's academic progress, their behaviour, their emotional well being or about a specific difficulty that your child is experiencing.

The sooner that we can all talk, the better! We can always find a convenient time to talk and too see you.



Step 2

Together we may be able to find a simple solution to the concern.

Together we may feel that it is important to gather more information about your child's need. This could involve the school completing further observations and/or assessments; all of which will be explained to you.

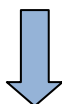
Together we may agree for additional support to be put in place and for your child's progress to be monitored closely. This is called 'Initial Concern'. A follow up meeting will be arranged for the following term to review your child's progress and the effectiveness of the additional support.



Step 3

If your child makes good progress following the additional support then we may agree to continue with this support or agree that the concern has been addressed and additional support is no longer required.

If we continue to be concerned about your child we may identify your child as having a Special Educational Need (SEN) and in need of 'SEN Support'. At this point the school will work together with you and your child to set specific targets and outline strategies to support your child to achieve their targets. This is called an Individual Education Plan (IEP).

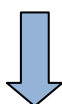


Step 4

You, your child and your child's class teacher will meet together on a termly basis (half termly in Foundation Stage) to review your child's progress towards their targets and the effectiveness of the strategies. At this meeting you will together identify the next steps and draw up new targets and strategies.

Sometimes we may feel that it would be helpful for outside agencies to work with your child. We will always discuss this with you first and complete the relevant referrals with you.

If your child makes good progress in line with their peers then together we may make the decision that an Individual Education Plan is no longer necessary.



Step 5

If, in exceptional circumstances, a child is not making sufficient progress or needs more support than the setting can provide, an assessment of their education, health and care needs may be necessary. This involves applying to the Local Authority for additional support and resources; this is called an 'Education, Health and Care Plan'. The school will work closely with parents/carers and the child to complete this process.

If you have any further questions please do talk to the class teacher. You may also find it helpful to talk to the school's Special Educational Needs & Disabilities Co-ordinator (SENDCo) Sarah Morton or the Head teacher Sarah Evans, both of whom can be contacted through the school office. The school's 'SEND policy' and 'Information Report for Parents' also has further information and details about the stages outlined above. Both of these documents are available on the school's website.