

How does the school know if my child needs extra help?

Concerns may be raised by the class teacher, a member of support staff or by you as a parent. The school has termly pupil progress meetings to ensure all children are making good progress. Educational testing to identify learning needs may be carried out by the SENDCO. The school will discuss this with you and a decision will be made as to how to best support your child.

What should I do if I think my child has a special educational need?

In the first instance speak to your child's class teacher who may then arrange a meeting with the SENDCO.

How will the school support my child?

First Quality teaching planned to meet individual needs from the class teacher. A Personalised Learn Plan with specific, measurable, achievable, relevant, and time-based targets agreed between pupil, parent and school. Timed interventions to support needs may be delivered individually or in small groups. Assessment and support may be available from external services commissioned by the MAT or provided through Norfolk County Council's local offer. The school follows a graduated approach of 'Assess, Plan, Do, Review' to support children with additional needs.

St Francis of Assisi Catholic Primary School is part of the St John the Baptist Multi Academy Trust. Schools in the trust work together to provide a similar approach to meeting the needs of children with special educational needs. All of our schools aim to be as inclusive as possible and to enable every child to learn, grow and reach their full potential.



SEND Information Report 2023-24

Roles and responsibilities

Head Teacher- Mrs Felicity Hope

SENDCo – Mrs Rachel Bowen

Assistant SENDCo- Miss Amelia Mendham

Parent Support Advisor-Lydia Wild

SEND Governor- Dr Samantha Ike

Further information can be obtained in the following documents.

SEND Policy (On website)

Norfolk Local Offer

<https://www.norfolk.gov.uk/children-and-families/send-local-offer>

Norfolk SEND Partnership

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

How do parents and children have their say?

Parents are invited to consultation meetings twice a year where PLPs will be reviewed and shared. The class teacher/SENDCO are available to discuss any concerns you may have about your child's progress. The school's pastoral team are available to support parents and children. We talk to children regularly about their learning and progress.

How does the school support transition?

We recognise that change and 'moving on' can be difficult time for children with additional needs.

Information is passed onto the new class teacher and handover meetings take place. Social stories and other resources may be used to help your child understand the changes. In Year 5 children with an EHCP will have a transition review to discuss appropriate option for KS3. In Year 6 the school liaises closely with Notre Dame High School with meetings and extra transition visits arranged for your child.