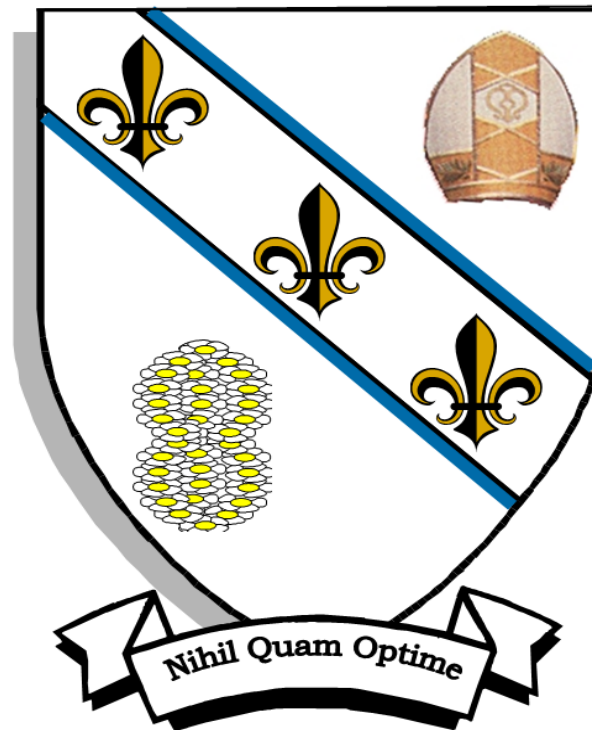


# Chulmleigh Community College

## SEN Local Offer



## Chulmleigh Community College – SEN Local Offer

### 1. How do I tell the school if I need extra help?

- If you have any concerns about the progress you are making in school, or how you are working, or if you feel you may have a Special Educational Need you can discuss this with either Mr Smith (SENCo) or Mrs Clarke (SEN Support Manager). You may prefer to discuss the matter with your tutor who could then refer the matter to Mr Smith (SENCo). If you feel unable to talk directly to the SENCo, ask your carers/parents to make an appointment to meet with the SENCo to discuss your concerns. The SENCo can be contacted via email at [nsmith@chulmleigh.devon.sch.uk](mailto:nsmith@chulmleigh.devon.sch.uk) and the SEN Support Manager at [bclarke@chulmleigh.devon.sch.uk](mailto:bclarke@chulmleigh.devon.sch.uk). Both the SENCo and the SEN Support Manager can be contacted via the main school telephone number 01769 580215.

### 2. How will the school work out with me what extra help I need?

- Where appropriate, the school assess Year 7 pupils for indications of dyslexia on entry through WRAT tests, and also when the Cognitive Ability Tests are completed.
- We work closely with all the primary schools from which Chulmleigh Community College's students come and they are asked to tell us if you have any Special Educational Needs to ensure we can organise the right support for you.
- The school reviews the progress of every student each half term and we use this data to identify students who may be falling behind or have specific difficulties. We then conduct further assessment if necessary to target support appropriately.
- All students on an Education and Health Care Plan (formerly known as Statements of Special Educational Need) will have their support reviewed every six months as a minimum. (An Education and Health Care Plan says what the Special Needs of a child are and how they will be supported. The Code of Practice 2014 says that a child has Special Educational Needs if "they have a learning difficulty or disability which calls for special educational provision to be made for them")

### 3. How will my coursework be organised to achieve my learning goals and meet my individual needs?

- The school will support students with SEN according to their need. This could mean provision of some or all of the following:
- Suitably differentiated teaching in class.
  - Extraction from class to work individually, or in small groups, with teachers and/ or teaching assistants.
  - Support from a teaching assistant in class
  - Amended timetable to allow a focus on specific areas of need
  - Targeted literacy and/ or numeracy support.
  - The use of a keyboard / laptop

<ul style="list-style-type: none"> <li>• Concessions in examinations</li> </ul>
<p><b>4. How will I be supported to plan for my learning needs and who will explain it and help me?</b></p>
<ul style="list-style-type: none"> <li>• Students with SEND will be assessed prior to a review to establish the progress made, current needs, degree of support required and to establish if any specialist support should be requisitioned. This will be done at least annually.</li> <li>• All teaching staff are briefed by the SENCo/ SEN Support Manager about student needs through staff briefings, staff meetings, internal email and the Staff Bulletin.</li> <li>• Teaching staff have been trained in the different types of SEN and how to manage these in the classroom.</li> <li>• IN KS3 students are organised into teaching groups which enables support to be targeted appropriately towards young people with SEN.</li> <li>• Teachers will differentiate tasks in the classroom to assist students in their learning.</li> <li>• Students with SEN have the opportunity prior to reviews to complete a personal profile through which they can identify their needs. They will be helped to do this, when necessary, by the SENCo, SEN Support Manager, or other suitably qualified person that they trust. Students are encouraged to say who they would prefer to help them with this.</li> </ul>
<p><b>5. How will the school support me to reach my goals to be as independent as I can be?</b></p>
<ul style="list-style-type: none"> <li>• What support is provided for students with SEN will depend upon the degree of need. The ultimate aim of all support is to enable the young person to become as independent as possible in the future. In order to facilitate this it may be necessary for a student to be assisted. This might be through help from a teaching assistant in class but other provisions are frequently made, depending on need.</li> <li>• We will assess and monitor students on a regular basis and, when necessary, involve other agencies to provide advice and support.</li> <li>• A range of activities and clubs provide emotional and social support for young people in the College at break and lunchtimes.</li> <li>• There is a member of staff with responsibility for Transition from Primary to Secondary school (Mrs Clarke). She visits all the Yr 6 pupils coming to the College in their primary schools and will talk to their class teacher (and the primary SENCO and parents if necessary) to ensure we can plan effective provision for them. Teachers in primary school inform Chulmleigh Community College of any SEN that pupils have. In Year Nine all EHC Reviews have a transition plan in which the student is invited to share their aspirations and hopes for the future. Careers SW attend all Yr. 9 and Yr. 11 EHC reviews in order to provide guidance and advice and we arrange separate meetings for these students with the CSW PA prior to these reviews. Parents are welcome to attend these meetings if they wish to do so.</li> </ul>
<p><b>6. What can I do if am worried?</b></p>
<ul style="list-style-type: none"> <li>• If you are concerned about your education and/or SEN you can talk with Mr Smith (SENCo) or Mrs Clarke (SEN Support Manager), or your class teacher, form tutor or Head of House, who will pass your concerns on.</li> </ul>

- If you have any general concerns about school you should speak with the tutor.
- If you have worries that have not been addressed and are continuing you should talk with your Head of House.

**7. How will I know if I am achieving the goals we have agreed for me?**

- During the academic year you and your parents/carers will receive Progress Reports six times. These reports outline the progress you are making in all curriculum areas.
- Parents/carers have the opportunity to meet with teaching staff each year to discuss the progress of their child.
- Each Year Group has a Curriculum Guide which outlines what is covered in each subject throughout the year.

**8. How can I get help if I am worried about things other than my school work?**

- The tutor should be the first person to speak to about any concerns you may have.
- If the issues are unresolved they may need to be referred to the Head of House.
- An appointment with the School Nurse can be made if there is a need to get medical advice. This can be done either through the “drop in” time or an appointment through the Head of House.
- The school has a number of dedicated First Aiders. They deal with any first aid needs and staffs the Medical Room. They also keep students’ medicines safe and maintains the records of students with medical conditions.
- There may be times when pupils wish to share concerns about friendships via their tutors or Head of House.

**9. What staff are there in the school with special training to help young people who need extra help?**

- All teaching staff are teachers of SEN.
- All staff have received training in how best to work with pupils who have dyslexia, dyspraxia and autism.
- Specialised training has been provided to all staff on working with students who have hearing impairment and Clarke syndrome.
- There are, within the SEN team Teaching Assistants, who are trained to work with young people with the following difficulties; Speech, Language and Communication, Autism, Numeracy & Literacy .

**10. How do school staff get extra help from experts outside the school if they need to?**

- The College has an ongoing programme or professional training for teachers and support staff.
- We have a contract with Psychology Associates to provide Educational Psychology services to the school on a regular, programmed basis.
- College staff work with outside agencies including social care, the school nursing service and the police to ensure that students in the College are safe.

#### **11. How will you help me to be included in school activities?**

- Tutors provide daily reminders of what extra-curricular activities are happening.
- Tutors will encourage students to attend and take part in inter-house competitions.
- The school newsletter, which is sent home with students and is available on the website ([www.chulmleigh.net](http://www.chulmleigh.net)) has details of extra-curricular activities.
- The school noticeboards are regularly updated, especially in PE and Performing Arts.
- The Co-Ordinator of Extra Curricular Sporting Activities is Mrs Finney.
- The teacher in charge of Enrichment is Mr Stevens.
- The school site has disabled toilets and lifts in the various buildings on site and all students, whatever their abilities, can access the entire site.
- The school have made reasonable adjustments for students who are physically or visually impaired, or suffer a degree of hearing difficulty..

#### **12. What help is there to help me get ready to start at my next setting / school / college?**

- A member of staff from Chulmleigh Community College will visit you in your primary school. This will be the member of staff in charge of primary transition, SEN Support Manager (Mrs Clarke).
- In Year 5 most of the primary schools visit the school, so you will have the opportunity to visit if you are in one of those schools.
- In the final term of Year 6 there is a Transition Day. You will visit Chulmleigh Community College for the whole day, attend lessons and have lunch and break time with the rest of the College.
- You and your carers/parents will be invited to visit the school to meet with your tutor in the final term of Year 6. There is the opportunity on this evening to meet with the SENCo (Mr Smith) and the SEN Support Manager (Ms Clarke).
- We encourage you to visit more often before you start at the college if you (or your parents/ primary school teachers) feel that you need help to build your confidence. If you want to arrange a further visit to the school please contact the SENCo (Mr Smith) or SEN Support Manager (Ms Clarke) to arrange a visit.
- In the first few weeks of Term 1 of Year 7 you will go to lunch early and there will be less homework.
- If you are joining mid-year, or from another school, your Head of House will meet with you and your carers/parents to outline the routines at Chulmleigh Community College.
- If you have an EHC and staff from the school are invited to your Review Meeting we will attend so that we are aware of your needs.

**13. What help is there to help me get ready to start work, be as independent as I can, participate in my community and take responsibility for my health when I become an adult**

- The curriculum is built around knowledge and skills that employers have told us you need for adult life.
- Careers Education Information and Guidance runs through Key Stage 4 to ensure you are given the opportunity to reflect on the type of work you would like to do when you are older.
- When you choose your KS4 'Option' subjects in Year 9 you may request a meeting with Mr Smith to discuss a suitable curriculum for you.
- Those students with an EHC plan, and others with particular needs, will have a meeting with Careers South West to give advice and guidance about potential career opportunities and the qualifications needed for them.

Mr Smith (SENCo)

Date created: 5<sup>th</sup> May 2016

Review Date: May 2017