




# **POLICY DOCUMENT**

## **SEN Information Report, Seymour Road Academy 2023**

Approved by PQS:  
28<sup>th</sup> September 2023

Date for review:  
September 2024

<b>Document Control</b>	
Title	SEN Information Report – Seymour Road Academy
Date	28 <sup>th</sup> September 2023
Purpose	To explain the approaches to provision for pupils with SEND
Supersedes	Previous version
Amendments	To reflect changes in personnel including a new Trust-wide Inclusion Leader
Related Policies/Guidance	SEND Policy
Author	Rebecca Squires
Approved Level	PQS – Statutory Policy
Date adopted	28 <sup>th</sup> September 2023
Expires	September 2024
Signature of Chair	

**Wise Owl Trust**  
 is a Multi Academy Trust  
 Registered in England and Wales number 8053288  
 Registered Office: Trust House, c/o Seymour Road Academy, Seymour Road South, Clayton,  
 Manchester, M11 4PR

The Wise Owl trust has a number of Trust-wide policies which are adopted by all the academies in the Trust to ensure an equitable and consistent delivery of provision. The Trust Board has responsibility for the operation of all academies and the outcomes of all students; however, responsibility is delegated to the Local Governing Body of each school via the Scheme of Delegation.

Within our policies reference to:

- Governing Body/Governors relate to the members of the Local School Committees representing the Trust Board.
- School/Academy will be used throughout the policies in reference to Academies within the Trust.
- Headteacher/Principal will be used interchangeably throughout policies and will relate to the Principal of the Academy.

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# 1. Special Educational Needs and Disability Information Report

This information report has been prepared by Rebecca Squires, Trust Inclusion Lead and approved by the Board of Trustees on 28<sup>th</sup> September 2023 for publication on the website.

The SEN Information Report is part of a wider suite of documents relating to SEN, disability and inclusion which can be found here. In particular, it should be read alongside the academy's SEN policy.

## The kinds of special educational needs and disabilities for which provision is made at Seymour Road Academy

Seymour Road Academy is a mainstream school which caters for children from 3 – 11 years old. We are inclusive and aim to meet all children's needs and support their development in the most appropriate way to ensure they reach their full potential. The 0-25 SEND Code of Practice (2015) identifies 'four broad areas of Special Educational Need and support'

### Communication and interaction;

We utilise a total communication environment approach – visual timetables, now and next boards, enhanced use of visuals (widgets) to support routine and teaching and learning. We employ a Speech and Language Therapist within the school to train and coach staff members in supporting children with communication difficulties, and to provide additional assessments and support for children within this area. Key staff members have been trained on Attention Autism, Black Sheep Press and various SALT programmes. Within the Early Years we offer a range of communication interventions, including Wellcom.

### Cognition and learning;

We are able to offer a range of intervention work designed to help children achieve their maximum potential e.g., Fast Track and Fresh Start (Read Write Inc), 5 minute box, Toe By Toe, Precision teaching, maths interventions and a variety of other targeted interventions. Training and support is given by Educational Psychology, the SENCo and progress and impact is carefully monitored.

### Social, emotional and mental health (SEMH);

We utilise the Boxall Profile to give structured and targeted support to children experiencing SEMH difficulties, and have a number of tailored approaches for children in this area. Interventions alongside the Boxall Profile such as Purrfect Skills and Nurturing Emotional Development are in place from trained staff members. Children have access to social skills groups, Forest Schools groups, confidence building and CBT approaches. We have two staff members who are Trauma Informed trained who advise on strategies and approaches to support children with complex difficulties.

### Our WOW (Wise Owl Well-being) Curriculum focuses on:

- Happy Mind - looking at issues such as mental health, including Mental Health First Aid, self-regulation and mindfulness.



- Healthy Body - looking at nutrition, basic first aid, the changing body, health and prevention, body image and peer pressure, and drugs, smoking and alcohol.
- Hearty Soul - looking at how key skills are incorporated into the curriculum and school life, including resilience, empathy, self-awareness, positivity, excellence, communication, teamwork.

This universal approach is key in underpinning the Social and Emotional wellbeing of our children.

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

We employ an Occupational Therapist and Occupational Therapy TA within the academy to enable us to support sensory and physical needs through a range of activities and interventions, and where necessary, direct work and intervention from the OT. Staff members have received training from OT on specific programmes and approaches, along with the development of structured sensory circuits to support children who have this need identified.

## **2. Information in relation to the academy's policies for the identification and assessment of pupils with SEND**

The school staff use the graduated response as outlined in "The Code of Practice (2014)". Pupils who have been identified as potentially having additional needs are monitored using Cause for Concern forms, which forms part of the cycles of Assess, Plan, Do, Review. This process is further supported with the following approaches-

- First and foremost, High Quality Teaching approaches in the classroom underpinned by adaptive teaching and scaffolding and informed by the Inclusion Toolkit.
- Further diagnostic testing directed by the SENCO.
- Observations by staff
- Additional intervention as identified within Assess, Plan, Do, Review to provide support "additional to and different from" peers.
- Following this process, or in cases where significant need presents immediately. The SENCO may then ask for additional diagnostic assessment to be undertaken by other professionals e.g. Educational Psychologists, CAMHS, Speech and Language Therapy, School Health Nurse, Outreach Support.

Learning is regularly monitored and assessed by teachers and discussed termly with SLT (the Senior Leadership Team). When a child is causing concern the class teacher collects evidence such as work samples, progress and assessment data or a behaviour log, where applicable and enters the cycle of "assess, plan, do, review", as detailed above.

The academy's designated SENCOs are Mr Andrew Royle and Mrs Rebecca Squires (Trust Inclusion Lead), who can be contacted via the office or by phoning 0161 370 2616

### **3. Information about the academy's policies for making provision for children with SEND whether or not pupils have an Education, Health and Care Plan.**

#### **How does the academy evaluate the effectiveness of its provision?**

The SENCO monitors the progress of children with SEND closely by classroom observation, data and consultation with parents/carers and teachers.

The SENCO conducts an annual review for all children who have an EHC Plan and ensures that a provision map is in place and followed by all staff working with the child. Regular meetings are held with specialists/professionals to ensure the support is appropriate to the child's needs.

Formal SEN support plan reviews are held termly with the parent/carer, teacher, child (if appropriate) and in some cases with the SENCO or other agencies supporting the child.

Senior leaders carry out Learning Walks, observations of lessons and interventions and scrutinise books regularly, in line with the Monitoring and Evaluation schedule.

#### **What are the academy's arrangements for assessing and reviewing the progress of pupils with SEND?**

Class teachers review progress against the EYFS Profile / Development Matters, Age Related Expectations, Pre Key Stage Standards, The Engagement Scale and against targets within SEND Support Plans.

The SENCO monitors progress on a termly basis at least.

Senior Leaders hold termly pupil progress meetings with teachers, to discuss progress.

#### **What is the academy's approach to teaching children with SEND?**

Children with SEND have access to a broad and balanced curriculum and all extra-curricular activities in line with our inclusive ethos.

Teaching and lessons are adapted to match the particular needs of the child in terms of activities, resources, teaching approaches and expectations. A range of techniques are used to scaffold learning and ongoing professional development to promote high quality teaching and adaptations is in place through the trust CPD offer. Effort as well as achievement is recognised in all areas of the curriculum.

#### **How does the academy adapt the curriculum and the learning environment?**

Teachers plan lessons that will engage all children and whilst support is forthcoming, we aim to make our children independent learners. Scaffolding learning is encouraged, with the use of (for example)

- Task plan
- Chunked learning
- Pre-teaching of vocabulary and concepts
- Use of manipulatives and concrete resources
- Word banks

- Writing frames
- Access to technology to support learning

The Academy is well resourced and provides a stimulating environment.

The Academy employs a number of specialists to work with individual children on particular aspects of development/learning, as detailed above in part 1.

### **What additional support for learning is available for children with SEND?**

The academy employs a Speech and Language Therapist (Speechwise), we have a School Nurse hub, Educational Psychologist and Assistant Psychologist (One Education) and Occupational Therapist Services (Manchester OT). In addition, we also work with a number of outreach support agencies, such as Lancasterian Sensory Support Service, the Grange Autistic Outreach Support Service, Bridgelea Outreach Support Service, Rodney House Outreach Support and Camberwell Park Specialist Outreach Support Team.

Teaching assistants provide individual and small group support in the classroom and additional support during interventions, working with children on phonics, reading, writing, fine motor skills, speech and language and specific literacy and numeracy difficulties.

### **What activities are available to children with SEND beyond the curriculum?**

All children have access to our Breakfast Club and after school clubs which provide a range of learning activities and a wide range of curriculum clubs, such as languages, sports, music and arts and crafts. We encourage children with SEN/D to take part in all extra-curricular leadership roles such as being school councillors and prefects.

Some families are supported through the Early Help Assessment process, and through the programme Building Forward Together, which is led by Louise De Courcey.

The Designated Safeguarding Lead is the Principal, Debbie Frater. She is supported by a team who are all specifically trained in this role also, with the Deputy DSL being Louise De Courcey.

## **4. Arrangements made by the Governing body relating to the treatment of complaints from parents/carers of children with SEND concerning the provision made at the Academy**

If parents/carers of children with SEND have concerns they should share these initially with the class teacher or the SENCO. We will always listen to parental / carer concerns and try our best to find an acceptable solution or way forward. If parents/carers are not satisfied, they are welcome to make an appointment to meet with the Principal, D. Frater, to discuss the issues further.

If you are still not happy with how your concerns have been dealt with, you should then write a formal letter to the Chair of Governors. The Governing Body will then deal with these concerns following the procedures of the academy complaint's policy.

If parents/carers are not happy with the outcome, they can then take their concern to the Local Authority Complaints Officer.

## 5. Approach to Transitional Arrangements

When a child starts at our academy, contact is made with their previous school, nursery or other Early Years provider, to ensure a smooth transition and that all SEND information in terms of reports, plans, documentation etc is shared. Consent is always sought from parents/carers prior to this and records are stored securely but shared with all relevant staff. When children leave our academy, we ensure all SEND records are passed on to the SENCO at the receiving school. Meetings are also held and visits organised, to ensure a smooth transition and that there is continuity in the provision, adaptations, scaffolding techniques and support provided.

## 6. Who can I contact for further information?

If you have further questions or concerns regarding SEND matters, please do not hesitate to contact us.

Seymour Road Academy  
Seymour Road  
Clayton  
Manchester  
M11 4PR  
0161 370 2616

### The contact details of support services for the parents of pupils with SEND.

For free confidential and impartial information, advice and support about any matters relating to Special Educational Needs and Disabilities of children and young people up to the age of 25 years.

### SENDIASS - Information, Advice and Support (IAS) Manchester

<https://www.iasmanchester.org/>

email: [parents@manchester.gov.uk](mailto:parents@manchester.gov.uk) or [info@iasmanchester.org](mailto:info@iasmanchester.org)

Telephone: 0161 209 8356

SENDIASS, Hulme District Office, 323 Stretford Road, Hulme, Manchester, M15 4UW.

### EHCP Team

Telephone: 0161 245 7439 Email: [sen@manchester.gov.uk](mailto:sen@manchester.gov.uk)







Education Health and Care Team, Children and Families Directorate  
PO Box 532, Town Hall, Manchester, M60 2LA.

Enquiries about requests for Education, Health and Care Plans and Statutory Assessments

### **Travel Co-ordination Unit**

Telephone: 0161 219 6400      Email: [hometoacademy@manchester.gov.uk](mailto:hometoacademy@manchester.gov.uk)

Enquiries about home to academy transport for children with statements of SEN or EHC plans.  
Please note that telephone enquiries are answered by Environment On Call.

### **Specialist Resource Teams**

Telephone: 0161 245 7180      Email: [shortbreaks@manchester.gov.uk](mailto:shortbreaks@manchester.gov.uk)

Enquiries about short breaks for children and young people with SEND.

## **1. Contact details of support services for supporting pupils with SEND in transferring between phases of education.**

### **Information, Advice and Support (IAS) Manchester**

Telephone: 0161 209 8356      Email: [parents@manchester.gov.uk](mailto:parents@manchester.gov.uk)

For free confidential and impartial information, advice and support about any matters relating to Special Educational Needs and Disabilities of children and young people up to the age of 25 years.

### **Statutory Assessment Team**

Telephone: 0161 245 7445      Email: [sen@manchester.gov.uk](mailto:sen@manchester.gov.uk)

Advice on how to support your child with transition to high academy and further education

## **2. Information on where the local authority's local offer is published**

<http://manchester.fsd.org.uk/kb5/manchester/fsd/category.page?newcategory=3>

[https://search3.openobjects.com/mediamanager/manchester/fsd/files/manchester\\_city\\_council\\_mail\\_-\\_the\\_send\\_local\\_offer\\_website\\_has\\_been\\_upgraded\\_-\\_children\\_and\\_families\\_broadcast.pdf](https://search3.openobjects.com/mediamanager/manchester/fsd/files/manchester_city_council_mail_-_the_send_local_offer_website_has_been_upgraded_-_children_and_families_broadcast.pdf)

For information about Manchester's Special Educational Needs and Disabilities (SEND) Local Offer visit [www.manchester.gov.uk/sendlocaloffer](http://www.manchester.gov.uk/sendlocaloffer) . Here you will find out more about:

- Education and work
- Health
- Independent Living
- Law and your rights
- Money
- Places to Go
- Travel and Transport
- Where to Get Help
- Parent Support Groups



- Short Breaks
- Things to do