



Meeting the Needs of Children with Special Educational Needs and Disabilities

SEN Information Report 2017/2018

Hollybrook Junior School– A member of the Jefferys Education Partnership

If you have any questions about any information in this report please contact:

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For further information about the Southampton City Council local offer please follow the link below:

<http://sid.southampton.gov.uk/kb5/southampton/directory/localoffer.page>

Abbreviations used in this report:

SEND – Special Educational Needs or Disability

SENCo – Special Educational Needs Coordinator

	Whole school response Universal Quality First Teaching	Targeted support for individuals small groups Short / medium term	Specialised individual support Medium / longer term
Teaching Approaches	The staff at Hollybrook have very high expectations for every child. Each lesson starts from the premise that every child will make progress. Each class teacher is responsible for the progress of all the children in their class and the aim is that every child will spend most of their time in class being taught by their teacher. Your child's progress will be regularly monitored and if they are finding it difficult to learn new skills and grasp new concepts then additional support will be put in place to help them. A predictable, appropriate learning environment is provided in all classes.	Assessment for learning is used to identify children who need additional time and practice in order to master the skills and concepts they are being taught. These children will often be put into small groups within the class and supported by either the class teachers or by Teaching Assistants as appropriate. Occasionally, children might be withdrawn from the class to take part in a particular intervention strategy in order to help them close the gap between them and their peers. The effectiveness of any intervention strategy is regularly monitored to ensure that it is working and progress is made.	For a few children the work needs to be adapted to meet their individual needs. There is careful targeting of individual support for these pupils. These children will have an Individual Education Plan or/ and Education Health and Care Plan which is regularly reviewed and updated to ensure that the children are making progress.
Learning / curriculum approaches	Children will have full access to the school curriculum. The curriculum will be adapted to take account of each child's particular needs and will be modified to suit each child's	The school identifies children with special educational needs in a number of ways, primarily by the class teacher monitoring the work in their books and their contributions in class on a daily basis. Children are assessed regularly	The school responds to any concerns raised by parents. A range of assessments can be used to help identify the particular difficulty which is causing a barrier to learning. Targets are written and reviewed by the pupil, class

	academic and personal development.	and parents are always informed of any concerns regarding their children's progress.	teacher, SENCo and parents as appropriate.
Support	<p>Instructions are simplified and may be supported with visual aids as needed.</p> <p>The school uses activities to develop skills in other areas, for example problem solving and memory, growth mindsets and critical thinking. A variety of approaches to learning are used throughout the school. Tasks are tailored to the needs of the child where possible.</p>	<p>Children develop an understanding of a variety of skills through small group and individual work. A structured, personalised programme of work to develop cognitive skills and literacy and numeracy skills with plenty of opportunities for overlearning and consolidation of concepts. Teachers and support staff are trained in a variety of different areas to support this.</p>	<p>Children with SEND in school may also be supported by external agencies and parents are always consulted. As part of the Jefferys Education Partnership the school employs an Educational Psychologist and a Speech Therapist. They are able to assist the teachers in identifying the particular areas of need that a child may have and to set appropriate targets to help to move the child on. They are also on hand to train individual members of staff to deliver effective intervention programs. The primary contact for these agencies is the SENCO although class teachers and Teaching Assistants are also involved. Once a child has been identified as having a Special Educational Need they will be placed on the schools SEND register. They will have an Individual Education Plan or an Individual Behaviour Plan which will be reviewed termly as part of a Plan, Do, Review cycle in accordance with the SEND code of practice. It is the responsibility of the SENCo to organise external support and organise the records.</p>

<p>Environment and physical resources</p>	<p>Hollybrook Junior School is an inclusive setting that welcomes all children regardless of their abilities. Reasonable adjustments are made to include all members of the school community. Outdoor areas are used to support learning and enhance the curriculum. Parents are welcomed and encouraged to visit the school to discuss individual needs prior to application.</p>	<p>The learning environment can be adapted where possible for targeted support for individuals and small groups.</p>	<p>The SENCo co-ordinates multi-agency working to support children with disabilities which includes providing any specialist equipment or adaptations that may be needed. Teachers and support staff receive specialist training as required to support the medical needs of individual children.</p>
<p>Emotional</p>	<p>Hollybrook Junior School works hard with parents to meet the needs of all pupil's social, emotional and behavioural development. The school uses a variety of social and emotional learning materials and real –life experiences. Behaviour difficulties are dealt with fairly and consistently in line with the school's behaviour policy (available to view on the school's website).</p>	<p>The school runs a number of intervention groups led by trained support staff to help children to develop their social skills. After an initial assessment the children are grouped according to their needs and they work through a structured program to help them develop their self-awareness, self-esteem, friendship skills and social skills. Their progress is monitored termly to determine how long they need to be part of the groups and how well they are transferring the skills they are learning back into the classroom.</p>	<p>At Hollybrook Junior School we have two ELSAs (Emotional Learning Support Assistants) who have received additional training from educational psychologists on aspects of emotional literacy including emotional awareness, self-esteem, anger management, social and friendship skills, social communication difficulties and family break-up. Our ELSAs can support pupils on a one-to-one basis when required. They can liaise with parents/carers in order to support the child and to ensure their needs are met and any emotional barriers to learning are reduced.</p>

Frequently asked questions from the point of view of a parent/ carer:

Question	Answer
<p><i>How does Hollybrook Junior School know if children need extra help?</i></p> <p><i>What should I do if I think my child/young person may have special educational needs?</i></p>	<p>Hollybrook Junior School is committed to early identification of special educational need. A range of evidence is collected through the usual assessment and monitoring arrangements such as reading records, evidence from teaching etc. If this suggests that the learner is not making the expected progress, the teachers will decide whether additional and / or different provision is necessary. If you are concerned you need to speak to your child’s teacher, or contact the school’s SENCo.</p>
<p><i>How will staff at Hollybrook Junior School support my child?</i></p>	<p>Your child’s class teachers and the SENCo will oversee and plan your child’s education programme. Depending on the intervention required, your child may be working at times in a small group/individually with the aim of supporting literacy and/or mathematics. Sometimes a pupil requires support to access the curriculum or to manage his or her behaviour/ emotions, or to work on his/her social skills. In this case the school ELSA may support your child In becoming a successful member of the school community. This will all be explained to you by the class teacher or SENCo.</p>
<p><i>How will the curriculum be matched to my child’s needs?</i></p>	<p>All our teachers are teachers of children with SEND. All teachers plan to include everyone in their lessons and work is provided at the appropriate levels for children to access their learning and make good progress. Planning is monitored rigorously by the Senior Leadership Team.</p>
<p><i>How will I know how my child is doing and how will you help me to support my child’s learning?</i></p>	<p>We understand the importance of working with parents. There are scheduled parent meetings in the Autumn and Spring terms and you can always ask for an additional appointment to speak to your child’s class teacher or the SENCo at a mutually convenient time. In addition to this, at the end of the Summer term, you will have a chance to meet the teacher your child will be having the following academic year. You will receive a written report at the end of the school year. We will always ask to see you if we have concerns about</p>

	your child's progress. If your child has an Education Health and Care plan, an annual review is held according to the guidance in the SEND Code of Practice.
<i>What support will there be for my child's overall well-being?</i>	The school ELSA supports children individually or in small groups to support children's emotional needs as and when required. We also can refer families to the Educational Welfare Officer, school nurse and a Speech and Language therapist.
<i>What specialist services and expertise are available at or accessed by Hollybrook Junior School?</i>	We can link with other professionals such as Child and Adolescent Mental Health, Social Care, Educational Psychology, Occupational Therapy, Physiotherapy and Speech and Language therapy. Outreach support from specialist schools in the city can also be accessed. As part of the Jefferys Education Partnership, the school employs an Educational Psychologist and a Speech Therapist who are in school one day a fortnight. This means that a greater number of children can be seen.
<i>What training have the staff supporting children and young people with SEND had?</i>	Our SENCo is a qualified teacher with the Masters Level National Accredited SENCo qualification. Staff receive training and updates for the main categories of special educational needs. All staff receive regular training and updates from the SENCo, the educational psychology service, local special schools and other outside agencies. Recent training has included Makaton, autism, speech and language, behaviour management, language of choice, and working memory difficulties and promoting the idea of the Growth Mindsets. The school nurse also provides training, as needed, on asthma, diabetes and epi-pen use.
<i>How will my child be included in activities outside the classroom including school trips?</i>	We make every effort to include all pupils on school trips. However, this is subject to a school risk assessment. If there are concerns we will always seek to make adaptations such as taking additional staff or in some cases asking parents to come along. However, in some exceptional cases your child may not be able to attend if it is not possible to put sufficient support in place to keep your child and the other children safe while they are away from the school environment. This will be considered on a case-by-case basis and discussed with parents beforehand.
<i>How accessible is Hollybrook Junior School?</i>	We make every reasonable adjustment possible to ensure that all children can access the school building, which has included installation of accessibility slopes for wheelchair users etc. The school is set on two levels with stairs. Adjustments have been made with regard to allocation of classrooms and year groups to ensure that children are able to attend where

	<p>their access to upstairs has not been possible. There are ramps positioned around the outside doors of the school to enable access for children in wheelchairs. We have a disabled toilet in the school. There is also a disabled car park space in our school car park.</p>
<p><i>How will the Hollybrook Junior School prepare and support my child to join the school and then transfer to a new school?</i></p>	<p>The ELSA and SENCo support children with transition to their new school. This can be through liaising with SENCos/support staff from other schools and through provisions such as social stories. We work closely with Pre-schools/ previous school to ensure a smooth transition. If your child has a statement of special educational needs, or you are a carer, then your child's needs will be discussed with the SENCo of your chosen Junior/Primary School. Social Stories are written for children who might struggle with the transition process.</p>
<p><i>How are the school's resources allocated and matched to children's special educational needs?</i></p>	<p>The Department for Education provides funding for schools to meet the needs of all children with SEND. This is worked out using the information about the children's prior attainment and the socio-economic make up of our school cohort. We allocate support according to need. Additional interventions are funded to support children's progress. If your child has an Education Health and Care Plan, we will ensure that the provision specified is provided.</p>
<p><i>How is the decision made about what type and how much support my child will receive?</i></p>	<p>The Class teacher and the SENCo will discuss the needs of the children and put appropriate intervention in place. The leadership team hold regular meetings with each class teacher to discuss pupil progress. If there is a need for some extra support this will be agreed by everyone who is involved in supporting your child. This is always discussed with parents before intervention is put in place and targets agreed together.</p>
<p><i>Who can I contact for further information?</i></p>	<p>Your first point of contact if you want to discuss something about your child is your child's class teacher. You can make an appointment by either emailing or telephoning the school office.</p> <p>Alternatively, you could arrange to meet with Ali Varcoe-Baylis, SENCo or Jane Wood Headteacher to discuss any concerns you may have regarding your child's Special Educational Needs or the level of support they are receiving. Email: senco@hj.jetrust.org, head@hj.jetrust.org</p> <p>If you would like to apply for a place at Hollybrook Junior School, please contact the school to arrange a visit.</p> <p>Please see also the Southampton City council local offer:</p>

<http://sid.southampton.gov.uk/kb5/southampton/directory/localoffer.page>

Frequently asked questions from the point of view of a child:

Question	Answer
How does Hollybrook Junior School know if I need extra help?	Your teachers track your progress and they will know if you need extra help.
What should I do if I think I need extra help?	You can talk to someone at home and they can talk to your teacher. You can also talk to your teacher.
How will my work be organised so that I can cope and get it all done?	Your teacher will give you work that will allow you to learn and make progress. They will make sure that it is not too easy and not too hard, but it will make you think.
If I have difficulties how can I be involved in planning my learning?	Your teacher will share your targets with you. If I have an individual education plan I will be involved in the target setting. If I work with the ELSA, I will also be involved in setting targets to work on in class during and after my ELSA programme.
Who will tell me what I can do to help myself and be more independent?	All the staff at Hollybrook Junior School can help you to become independent, but if you feel really worried then talk to your preferred adult.
What should I do if I am worried about something?	Talk to your teacher, the support staff, or any other familiar adult in the school.

How will I know if I am doing as well as I should? Don't worry because our teachers will let you know quickly if there is a problem.	Your teacher will talk to you about how you are doing and make regular comments about your work in your books. You will have a school report each year, and your teacher will meet with someone from home to explain to them how you are doing
How can I get help if I am worried about things other than my school work? Remember, everyone faces extra challenges from time to time.	You can always talk to any member of staff at school who you feel comfortable talking to. You can also ask to speak with an Emotional Literacy Support Assistant.
Are there staff in school who have been trained to help young people who need extra help?	All our teachers and support staff have been trained to teach children with learning needs. Our Special Educational Needs Co-ordinator and Inclusion Coordinator have lots of experience with supporting children with special educational needs.
Can school staff get extra help from experts outside the school if they need to? (e.g. advice and training on medical conditions)	We work with lots of people who can support you too, for example, Educational Psychologists, Speech therapists, the school nurse and social workers.
If I have difficulty in taking part in school activities, what different arrangements can be made?	It depends on what the difficulties are but we will always work hard to make sure that all children are able to be included in all school activities.
What extra help is there to help me get ready to start at my school?	The ELSA and SENCo will support you with transition to your new school. They will introduce to your new teachers and people who will be helping you.

What should you do if you feel that the support outlined in this SEN Information Report is either not being delivered, or is not meeting your child's needs?

- You should contact your child's class teacher in the first instance and/ or talk to Clare Clifford SENCO
- Following this you could make an appointment to see the Head Teacher – Jane Wood –(email: head@hi.jetrust.org or via the school office: 023 80771528)
- If you are not satisfied that your concerns have been adequately resolved then please write to:
Mr Bob Farmer
Hamwic Trust Offices
Unit E
The Mill Yard
Nursling Street
Southampton SO16 OAJ