



## Arden Forest Infant School

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Dear Parents of Pupils on the SEN Register,

### **SEN Communication Letter**

I wanted to update you on our SEN provision. I have met with some of you recently and I know that class teachers have also been doing the same. I hope this letter clarifies some of your questions and provides a better understanding of our SEN provision at Arden Forest Infant School.

### **SEN at AFIS**

We currently have 30 pupils on the SEN register in school.

We have 4 pupils in school with Education and Health Care Plans (EHCP).

AFIS has a larger than average percentage of SEN pupils.

Some of our pupils have high level needs, or an Educational Health Care Plans. We are proud of our inclusive provision for our SEN pupils and have successful practice in supporting our pupils to meet their educational, social and emotional needs. This is due to the work we do within school, with external agencies and most importantly with our pupils and families.

### **SCHOOL STAFF and TRAINING**

Mrs J. Shreeve SENDCo works on Wednesdays in school. She has successfully completed the National Award for SENDCos.

Mrs Winfield has experience as a SENDCo

Mrs Gunn also has worked as a SENDCo prior to becoming a headteacher.

We are also fortunate to have the expertise of the speech, language and communication therapists who work with us providing advice for school staff. They also work directly with children and families.

All staff in school undertake a range of SEN training within school and with external providers. Recently all staff have had training in emotional coaching and support for children with autism. Mrs Shreeve attends local SEN network meetings to ensure understanding of the latest developments.

**WHO TO TALK TO ABOUT YOUR SEN CHILD** - We always recommend that you speak to your child's class teacher first. This is because they know your child almost as well as you! If needed they will signpost you to the SENDCo.

### **INDIVIDUAL SUPPORT PLANS**

Once an area of need has been identified by staff (this might be with the involvement of other agencies), the teacher will work with the family to draw up a support plan. This will usually have 3 (or less) targets and outline support or adaptations the school will provide to enable the pupil to meet the short-term targets. The support plan is reviewed termly by the class teacher, with the pupil and family. The support plan will also tell you how you can support your child to meet the targets at home.

The SENDco is mostly involved with external support, paperwork and liaising with class teachers to ensure SEN pupil's needs are being met in school. She cannot diagnose medical or social and emotional conditions. For this you should also consult your own GP who can refer you to the community paediatrician or an appropriate medical body. However the SENDco and Mrs Wagstaff are great sources of information and can signpost you to the relevant professionals, websites or support groups.

School staff will always do all they can to meet with you within a reasonable time limit. They will do all they can to respond to your letters and phone calls and chase external agencies for paperwork and responses. Please remember they also have classes to teach during the school day and other SEN professionals to meet with after school. I fully understand your frustrations with time and resources, we share them with you but we are working as hard as we can to ensure all our children and families are supported as best we can.

**OUR SPECIALIST SUPPORT** - some of this support is provided by the NHS and school buys into other external support agencies including:

- STS - the County Specialist Teaching Support Service for sensory impairments, visual and hearing impairments, children with medical needs, sick children, severe communication difficulties and Autistic Spectrum disorders.
- Educational Psychologist
- School Pastoral team
- SEN Teaching Assistants
- CAMHS – Child and Adolescent Mental Health Services
- Speech and Language Therapy Service
- Occupational Therapy Department
- Community Paediatricians
- Connect 4 Health (including school nurse service)
- Audiology department

**OUR EDUCATIONAL PSYCHOLOGIST** – EP's assess pupils' needs through one-on-one interviews and liaise with parents, schools and other relevant professionals to design, develop and implement individual educational and healthcare plans with school staff. Some of you will have met with Chloe Philips (EP).

We have a waiting list for EP support and STS work and each term prioritise who will be seen so that we can meet needs taking on board advice from other professionals.

**EDUCATION HEALTH CARE PLAN (EHCP)** - Using school staff and the resource staff described above we can often meet the needs of your child and ensure they are making progress in their learning. An education, health and care (EHC) plan is for children and young people aged up to 25 who need more support than is available

through school special educational needs support. EHC plans identify educational, health and social needs and set out the additional support to meet those needs. You can make a request to your local authority for an EHCP. A request can also be made by anyone else who thinks an assessment may be necessary, including doctors, health visitors, teachers, parents and family friends. School and medical practitioners are required to provide reports for this.

I hope this has given you a flavour of our current SEN provision and the changes we have implemented to improve what we do. To find out in more detail about our SEN provision please see the SEN Policy and SEND Report which can be found on the school website.

Finally, a huge thank you for working in partnership with us to ensure the communication, information sharing and support between home and school provides all SEN children with the advice, guidance, support and care they need and deserve. We are very proud of all of them for their great efforts and enthusiasm for learning.

Yours sincerely,  
Mrs J Shreeve