

WILLIAM ELLIS SCHOOL

SPECIAL EDUCATIONAL NEEDS AND DISABILITIES INFORMATION REPORT

Purpose of this document

This document provides a summary of the School's Policy for Special Educational Needs and Disabilities (SEND) and our Local Offer.

Information about the school

William Ellis School is a mainstream secondary school. We are a fully comprehensive, non-selective school and students join us from a number of local primary schools.

We believe that all children should be valued as individuals. We have an inclusive ethos with high expectations for all, a broad and balanced curriculum differentiated to meet individual needs and systems for early identification of barriers to learning and participation. We believe that educational inclusion is about making effective and appropriate provision for all learners whatever their age, gender, ethnicity, impairment, attainment and background.

Staff undergo regular training in order to support the students' needs. We ensure that all students are included in both curricular and extracurricular activities including educational trips and visits.

How will we know if your child needs extra help?

When your child first comes to us we use information from:

- primary school teachers, end of key stage 2 levels
- base line testing, Cognitive Ability Tests, reading assessment and other initial tests in year 7
- parents/carers, application form information
- subject teachers
- specialist colleagues, external agencies

As your child gets older we use information or referrals from:

- termly assessments and interim data
- subject teachers and tutors
- parental concerns
- external agencies

If your child needs to be assessed we would:

- use a range of assessments depending on the area of need

How will we know how your child is doing?

The school will send home 3 reports each year (1 full report and 2 progress reports) which will show current and target levels and report on attitude to learning, behaviour and homework. Your child's Head of Year along with subject and Learning Support departments will monitor and review your child's levels and pick up on any subjects where your child is not making sufficient progress. We may then put an intervention in place. At the next reporting time we will check whether the right progress has been made.

We welcome the involvement of parents/carers and want to keep you up to date and involved with your child's progress. We do this through:

- Regular "listening" conversations for all students identified with SEND
- Parent-teacher evenings
- Notes in planners

- Email
- Telephone calls
- Appointments made with individual teachers
- Annual reviews for students with an Education Health Care Plan (Statement of Special Needs)

The school provides information for parents through:

- information on the website
- the School newsletter
- letters home
- open evenings
- information evenings

How will we support your child?

All teachers will be told about your child's individual needs and will adapt their lessons to meet these. Teachers have experience or are trained in doing this. This means your child can access the lessons fully.

Within school there are a variety of staff roles to help us fully support your child.

Most of our students follow a traditional curriculum, however a small number of learners have a more personalised curriculum to match their individual needs, interests and abilities.

Where it is felt it is the right thing to do a student may be offered additional help and support, in which case you would be informed.

There are a range of interventions and additional subject support which are available and should your child need this, it would be discussed with you.

When your child is approaching the start of Key Stage 4 if we think it is needed we will assess and apply for exam access arrangements according to the Joint Council for Qualifications exam regulations.

How will your child be included in activities outside the classroom?

All children in the school are encouraged to take part in extra activities before school and at lunchtime and after school. Day and residential trips are open to all children and your child's specific needs can be discussed if they wish to join such a trip.

How will we support your child's wellbeing?

At William Ellis we take our pastoral responsibilities seriously. We pride ourselves on providing a high level of student support and guidance. One way we support our students is by assigning them to a form tutor who will (in most cases) remain with them as they progress up the school. This provides continuity and builds a strong relationship between tutor, students and their families.

There are additional members of staff at William Ellis who are able to provide pastoral support, these include:

- The Pastoral Support co-ordinator
- School Counsellor
- City Year Mentors

We also have excellent relationships with a number of outside agencies including:

- Safeguarding and Social Care

- Child and Adolescent Mental Health Service
- the Police

Who is our Special Educational Needs and Disabilities Coordinator?

The SEND Coordinator (SENDCO) is Ms Rachel Delisser and she can be contacted via the school office or emailed at delisser@williamellis.camden.sch.uk

What SEND training have our staff had?

We have a Learning Support department which is made up of the SENDCO and six Teaching and Learning Assistants (TLAs). Within this team we have staff who have a range of experience and training covering various SEND needs.

Staff who are new to the school follow an induction programme including training and information on SEND.

Training is provided to all staff including teachers and TLAs as the need arises and there is on-going training for all staff as well as opportunities to further develop skills.

As a school we can call on support from specialist organisations from within the Local Authority, health and social care services.

How accessible is our school?

Many of our school buildings date back to 1936. Since that time many alterations and additions have been made to make the school as accessible as possible to wheelchair users. We continue to make adaptations to improve accessibility; for example we have a project underway at the time of writing to improve disability access at the main entrance. We have a number of planned improvements which are to take place in the next two years to improve accessibility in the school building further, (e.g. an additional lift and additional step-free access to the playground).

How else can you be involved?

We need you to support us by encouraging your child to fully engage with their learning and any interventions offered by:

- Helping them to be organised for their day (including bringing the right equipment and books)
- Full attendance and good punctuality
- Completion of homework
- Checking and signing the planner
- Attending parents meetings
- Attending any meetings specifically arranged for your child

How can your child contribute?

Students are encouraged to:

- Take part in pupil voice activities
- Attend review meetings
- Contribute to target setting and reviewing

What should you do if you have concerns?

In the first instance contact the subject teacher or your child's tutor who may refer your concerns to a more senior member of staff if needed.

The school has a formal complaints policy which can be found on the website.

What other services are available through the school?

As a school we can access a range of services including:

- Child and Adolescent Mental Health Service
- Safeguarding and Social Care
- School Nursing Service
- Educational Psychology Service
- Connexions (Careers Advisory Service)

These services are contacted when necessary and appropriate, according to your child's needs.

How will we help your child's transition into secondary school and beyond?

We liaise with primary schools and provide additional transition support if it is needed.

All children receive advice on careers and are supported with 6th form applications.

Where can you get further information?

- Look at the Camden Local Authority's local offer
- Look at the School's policy on SEND which can be found on the school website