

Special educational needs (SEN) information report

Templenewam Halton Primary School



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Dear parents and carers,

The aim of this information report is to explain how we implement our SEND policy. In other words, we want to show you how special educational needs support works in our school.

If you want to know more about our arrangements for SEND, read our SEND policy.

You can find it on our website: [Templenewsam Halton Primary School - Red Kite Learning Trust - Special Educational Needs and Disability \(SEND\)](#)

Note: If there are any terms we've used in this information report that you're unsure of, you can look them up in the Glossary at the end of the report.

1. What types of SEN does the school provide for?

Our school provides for pupils with the following needs:

AREA OF NEED	CONDITION
Communication and interaction	Autism spectrum disorder (ASD)
	Speech and language difficulties

Cognition and learning	Specific learning difficulties, including dyslexia, dyspraxia, dyscalculia
	Moderate learning difficulties
	Severe learning difficulties
Social, emotional and mental health	Attention deficit hyperactivity disorder (ADHD)
	Attention deficit disorder (ADD)
	Oppositional Defiance Disorder (ODD)
Sensory and/or physical	Hearing impairments
	Visual impairment
	Multi-sensory impairment
	Physical impairment

2. Which staff will support my child, and what training have they had?

Our special educational needs co-ordinator, or SENCO

Our SENCO is Georgia Hitch

They have 4 years' experience in this role and have worked as key stage lead and now assistant head as well. They are a qualified teacher.

They achieved the National Award in Special Educational Needs Co-ordination in July 2022.

They are allocated Wednesday afternoon, Thursday and Friday to manage SEN provision.

Class teachers

All of our teachers receive in-house SEN training, and are supported by the SENCO to meet the needs of pupils who have SEN.

In the last academic year teachers have had CPD in the following,

Zones of Regulation

Graduated Approach- Assess, Plan, Do, Review

Sensory Circuits/ Brain Breaks

Colourful Semantics/ DLD and Gestalt Language Processing

Teaching assistants (TAs)

We have a team of LSAs, including higher-level teaching assistants (HLTAs) who are trained to deliver SEN provision.

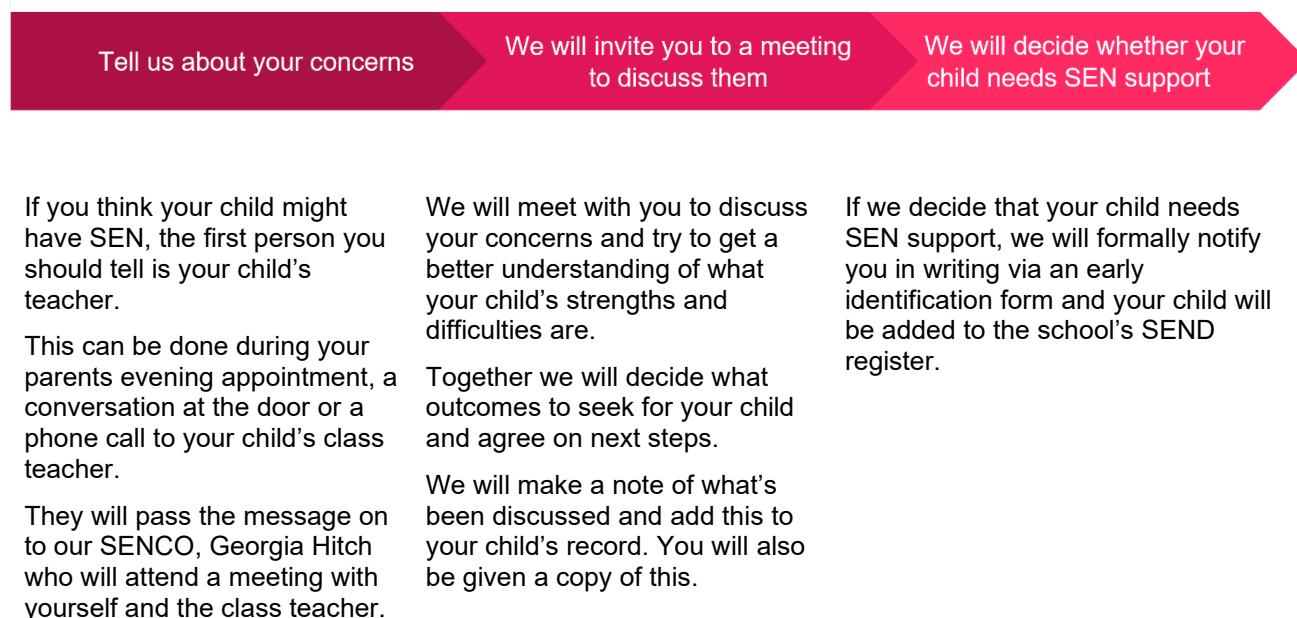
All of our learning support assistants are trained to deliver interventions such as lego therapy, SENIT Maths support, Alpha to Omega, SENIT phonics, sensory circuits, individual speech and language programmes, Alphabet Ark, precision teach as well as same day English and maths interventions.

External agencies and experts

Sometimes we need extra help to offer our pupils the support they need. Whenever necessary we will work with external support services to meet the needs of our pupils with SEN and to support their families. These include:

- Speech and language therapists- NHS and Leanne Tierney
- SENIT school age team
- SENIT Early years team
- SEMH Inclusion support
- Educational psychologists
- Cluster team- Parental support and emotional wellbeing
- GPs or paediatricians
- Child and adolescent mental health services (CAMHS)

3. What should I do if I think my child has SEN?



4. How will the school know if my child needs SEN support?

All our class teachers are aware of SEN and are on the lookout for any pupils who aren't making the expected level of progress in their schoolwork or socially. This might be through observations of their work/ behaviour in class or more formally through their termly assessment that they complete.

If the teacher notices that a pupil is falling behind, they try to find out if the pupil has any gaps in their learning. If they can find a gap, they will give the pupil extra support and adapted learning to try to fill it. Pupils who don't have SEN usually make progress quickly once the gap in their learning has been filled.

If the pupil is still struggling to make the expected progress, the teacher will talk to the SENCO, and will contact you to discuss the possibility that your child has SEN.

The SENCO will observe the pupil in the classroom and in the playground to see what their strengths and difficulties are. They will have discussions with your child's teacher/s, to see if there have been any issues with, or changes in, their progress, attainment or behaviour. They will also compare your child's progress and development with their peers and available national data.

The SENCO will ask for your opinion and speak to your child to get their input as well. They may also, where appropriate, ask for the opinion of external experts such as a speech and language therapist, an educational psychologist, or a paediatrician.

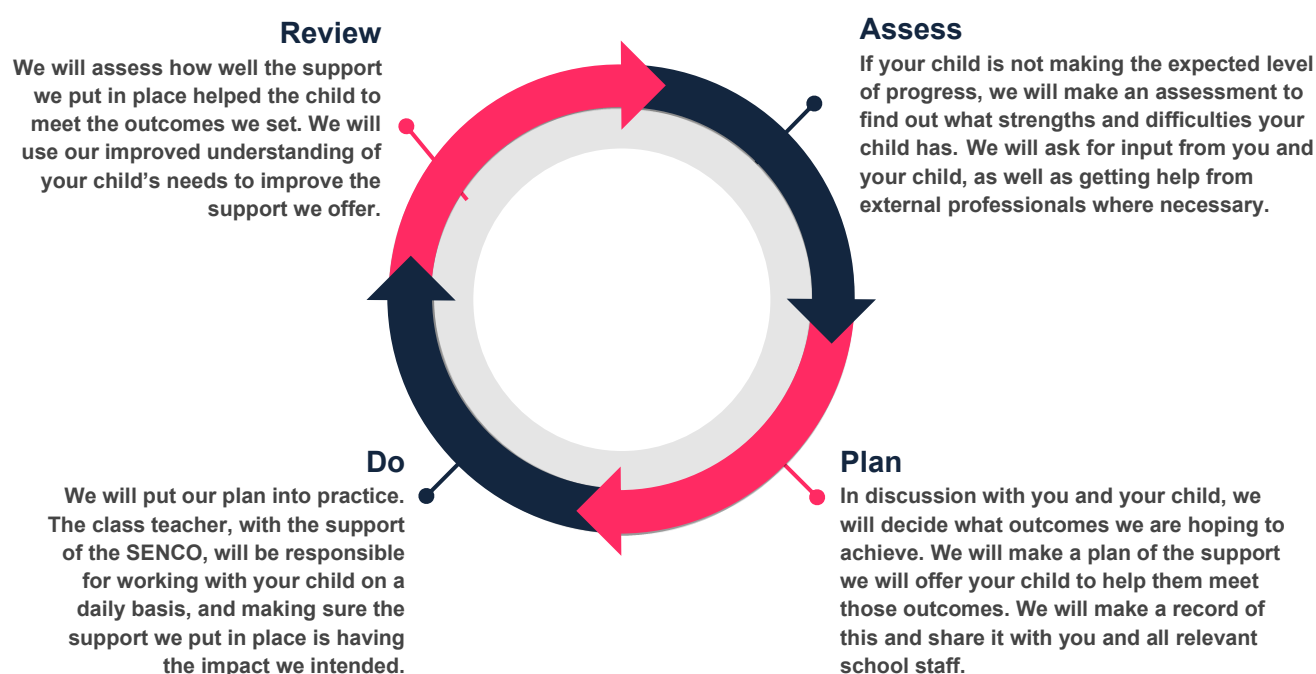
Based on all of this information, the SENCO will decide whether your child needs SEN support. You will be told the outcome of the decision in writing through the early identification form.

If your child does need SEN support, their name will be added to the school's SEND register, and the class teacher (with support from the SENCO), will write a learner plan to support their needs.

5. How will the school measure my child's progress?

We will follow the 'graduated approach' to meeting your child's SEN needs.

The graduated approach is a 4-part cycle of **assess, plan, do, review**.



As a part of the planning stage of the graduated approach, we will set outcomes that we want to see your child achieve. Your child will receive a learner plan or my support plan which outlines their strengths and barriers to their learning and their individual targets. This will be reviewed three times a year and you will have the opportunity to discuss it with your child's class teacher.

Whenever we run an intervention with your child, we will assess them before the intervention begins. This is known as a 'baseline assessment'. We do this so we can see how much impact the intervention has on your child's progress.

We will track your child's progress towards the outcomes we set over time and improve our offer as we learn what your child responds to best.

This process will be continual. If the review shows a pupil has made progress, they may no longer need the additional provision made through SEN support. For others, the cycle will continue, and the school's targets, strategies and provisions will be revisited and refined.

6. How will I be involved in decisions made about my child's education?

We will provide termly plans on your child's progress.

Your child's class teacher will meet you four times a year (x2 parents evening and x2 learner plan reviews) to:

- Set clear outcomes for your child's progress
- Review progress towards those outcomes
- Discuss the support we will put in place to help your child make that progress
- Identify what we will do, what we will ask you to do, and what we will ask your child to do

The SENCO may also attend these meetings to provide extra support.

We know that you're the expert when it comes to your child's needs and aspirations. So, we want to make sure you have a full understanding of how we're trying to meet your child's needs, so that you can provide insight into what you think would work best for your child.

We also want to hear from you as much as possible so that we can build a better picture of how the SEN support we are providing is impacting your child outside of school.

If your child's needs or aspirations change at any time, please let us know right away so we can keep our provision as relevant as possible.

After any discussion we will make a record of any outcomes, actions and support that have been agreed. This record will be shared with all relevant staff, and you will be given a copy.

If you have concerns that arise between these meetings, please contact your child's class teacher.

7. How will my child be involved in decisions made about their education?

The level of involvement will depend on your child's age and level of competence. We recognise that no 2 children are the same, so we will decide on a case-by-case basis, with your input.

We may seek your child's views by asking them to:

- Attend meetings to discuss their progress and outcomes
- Prepare a presentation, written statement, video, drawing, etc.
- Discuss their views with a member of staff who can act as a representative during the meeting
- Complete a survey

8. How will the school adapt its teaching for my child?

Your child's teacher is responsible and accountable for the progress and development of all the pupils in their class.

High-quality teaching is our first step in responding to your child's needs. We will make sure that your child has access to a broad and balanced curriculum in every year they are at our school.

We will differentiate (or adapt) how we teach to suit the way the pupil works best. There is no '1 size fits all' approach to adapting the curriculum, we work on a case-by case basis to make sure the adaptations we make are meaningful to your child.

These adaptations include:

- Adapting our curriculum to make sure all pupils can access it, for example, by grouping, 1-to-1 work, adapting the teaching style or content of the lesson, etc.
- Adapting our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, spit inputs, regular brain breaks etc.
- Adapting our resources through scaffolding, colour coding, writing grids etc
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, ear defenders etc.
- Some children may benefit from being supported in small groups by the teacher or learning support assistant.
- Offering a quiet space outside of the classroom when required

We may also provide the following interventions:

AREA OF NEED	CONDITION	HOW WE SUPPORT THESE PUPILS
Communication and interaction	Autism spectrum disorder (ASD)	Visual timetables Social stories Lego Therapy
	Speech and language difficulties	Speech and language therapy from Leanne Tierney or the NHS service.
Cognition and learning	Specific learning difficulties, including dyslexia, dyspraxia and dyscalculia	Writing slope Alpha to Omega SENIT phonics SENIT Maths Coloured Overlay Access to a laptop
	Moderate learning difficulties	Adapted teaching
	Severe learning difficulties	Adapted teaching
Social, emotional and mental health	ADHD, ADD	Quiet workstation Sensory Circuits Personal behaviour plan Fidget Toys

	Adverse childhood experiences and/or mental health issues	Learning Mentor Support Cluster support
Sensory and/or physical	Hearing impairment	Working alongside the DAHIT team
	Visual impairment	Working alongside the VIT team
	Multi-sensory impairment	
	Physical impairment	

These interventions are part of our contribution to Leeds authority's local offer.

9. How will the school evaluate whether the support in place is helping my child?

We will evaluate the effectiveness of provision for your child by:

- Reviewing their progress towards their goals each term, this will be sent home via their learner plan or my support plan and you may wish to make an appointment with your child's class teacher to discuss this.
- Reviewing the impact of interventions after each term.
- Using pupil voice through conversations with their class teacher or through a talking mat.
- Monitoring by the SENCO
- Using B Squared as an assessment tool if your child is assessed on here.
- Holding an annual review (if they have an education, health and care (EHC) plan)

10. How will the school resources be secured for my child?

It may be that your child's needs mean we need to secure:

- Extra equipment or facilities
- More support from our learning support assistants to run interventions, small group sessions etc.
- Further training for our staff
- External specialist expertise

If that's the case, we will consult with external agencies to get recommendations on what will best help your child access their learning.

The school will cover up to £6,000 of any necessary costs. If funding is needed beyond this, we will seek it from our local authority through applying for an EHCP.

11. How will the school make sure my child is included in activities alongside pupils who don't have SEN?

All our extra-curricular activities and school visits are available to all our pupils, including our before and after-school clubs.

All pupils are encouraged to go on our school trips, including our residential trips in year 4 and year 6.

All pupils are encouraged to take part in sports day, class assemblies, Christmas and end of year plays, sports events and clubs within school and the trust.

No pupil is ever excluded from taking part in these activities because of their SEN or disability and we will make whatever reasonable adjustments are needed to make sure they can be included.

We understand that some of these activities can be difficult for our pupils with SEND to manage and we will always ensure that additional support is available.

12. How does the school make sure the admissions process is fair for pupils with SEN or a disability?

- When applying for our school, prospective pupils with SEND will never be discouraged from applying. They will always be encouraged to come for a look around with our learning mentor and attendance lead and the opportunity to meet with the SENCO to discuss their needs.

When school is consulted from the local authority for a child with an EHCP, the SENCO will always contact parents and previous settings first to gather relevant information and parent preference. They will then be invited into school for a visit and to meet the SENCO/ phase leader.

13. How does the school support pupils with disabilities?

- At TNHPS, we will always ensure that children with disabilities are never treated less favourably than other pupils and will always be given the same opportunities as their peers. All children in our school are encouraged to take part in all activities that are on offer and are always given the same opportunities. Children in school are also immersed in a diverse culture through regular PSE lessons, assemblies and academic activities.
- We work with a range of outside agencies to support children with disabilities in school such as the DAHIT team and the VIT team. We will always ensure that all recommendations are purchased and implemented such as writing slopes, coloured glue, thick pencils etc and will ensure that children are positioned in the correct place in the classroom so that they can see/ hear etc.
- You will find the school's accessibility plan on our website.

14. How will the school support my child's mental health, and emotional and social development?

We provide support for pupils to progress in their emotional and social development in the following ways:

- Pupils with SEN are encouraged to be part of our school ambassadors and young leaders' programmes such as sports leaders and food friends.
- Pupils with SEN are also encouraged to be part of all clubs to promote teamwork/building friendships.
- Learning support from our learning support assistants and learning mentor.
- Emotional wellbeing support through cluster.
- We run a nurture club at lunch time for pupils who need extra support with social or emotional development
- We have a 'zero tolerance' approach to bullying. Please see our bullying policy on our website.

15. What support will be available for my child as they transition between classes or settings, or in preparing for adulthood?

Between years

To help pupils with SEN be prepared for a new school year we:

- Ask both the current teacher and the next year's teacher to attend a final meeting of the year when the pupil's SEN is discussed
- Children will take part in early transition in the final summer term. They will begin to visit their new classroom and have small interactions with their new class teacher through jobs and activities.
- All children will take part in two transition days towards the end of the summer term to meet their new class teacher and complete some learning around their new class animal.
- Children will then bring home a transition social story which can be read over the summer holidays, this will outline who their new teacher is and what their classroom will look like.

Between schools

When your child is moving on from our school, we will ask you and your child what information you want us to share with the new setting.

The SENCO of the secondary school will come into our school for a meeting with our SENCO. They will discuss the needs of all the children who are receiving SEN support, and all relevant documentation will be passed along.

Pupils will be prepared for the transition by:

- Practising with a secondary school timetable
- Learning how to get organised independently
- Attending extra transition sessions at their new setting
- Meeting members of staff who they are likely to work closely with

16. What support is in place for looked-after and previously looked-after children with SEN?

Mrs Lightfoot will work with Miss Hitch, our SENCO, to make sure that all teachers understand how a looked-after or previously looked-after pupil's circumstances and their SEN might interact, and what the implications are for teaching and learning.

Children who are looked-after or previously looked-after will be supported much in the same way as any other child who has SEN. However, looked-after pupils will also have a personal education plan (PEP). We will make sure that the PEP and any SEN support plans or EHC plans are consistent and complement one another.

17. What should I do if I have a complaint about my child's SEN support?

Complaints about SEN provision in our school should be made to the class teacher and then the SENCO in the first instance. They will then be referred to the school's complaints policy. This can be found on the school website.

If you are not satisfied with the school's response, you can escalate the complaint. In some circumstances, this right also applies to the pupil themselves.

To see a full explanation of suitable avenues for complaint, see pages 246 and 247 of the [SEND Code of Practice](#).

If you feel that our school has discriminated against your child because of their SEN, you have the right to make a discrimination claim to the first-tier SEND tribunal. To find out how to make such a claim, you should visit: <https://www.gov.uk/complain-about-school/disability-discrimination>

You can make a claim about alleged discrimination regarding:

- Admission
- Exclusion
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

Before going to a SEND tribunal, you can go through processes called disagreement resolution or mediation, where you try to resolve your disagreement before it reaches the tribunal.

Please speak to Miss Hitch regarding this who can support you through the process.

18. What support is available for me and my family?

If you have questions about SEN, or are struggling to cope, please get in touch to let us know. We want to support you, your child and your family.

To see what support is available to you locally, have a look at Leeds local offer. Leeds local offer publishes information about the local offer on their website:

[Leeds SEND Local Offer](#) | [Leeds Local Offer](#)

Our local special educational needs and disabilities information, advice and support (SENDIAS) services are:

[Home](#) | [Leeds SENDIAS](#)

National charities that offer information and support to families of children with SEN are:

- [IPSEA](#)
- [SEND family support](#)
- [NSPCC](#)
- [Family Action](#)
- [Special Needs Jungle](#)

19. Glossary

- **Access arrangements** – special arrangements to allow pupils with SEN to access assessments or exams
- **Annual review** – an annual meeting to review the provision in a pupil's EHC plan
- **Area of need** – the 4 areas of need describe different types of needs a pupil with SEN can have. The 4 areas are communication and interaction; cognition and learning; physical and/or sensory; and social, emotional and mental health needs
- **CAMHS** – child and adolescent mental health services
- **Differentiation** – When teachers adapt how they teach in response to a pupil's needs
- **EHC needs assessment** – the needs assessment is the first step on the way to securing an EHC plan. The local authority will do an assessment to decide whether a child needs an EHC plan
- **EHC plan** – an education, health and care (EHC) plan is a legally-binding document that sets out a child's needs and the provision that will be put in place to meet their needs

- **First-tier tribunal / SEND tribunal** – a court where you can appeal against the local authority's decisions about EHC needs assessments or plans and against discrimination by a school or local authority due to SEN
- **Graduated approach** – an approach to providing SEN support in which the school provides support in successive cycles of assessing the pupil's needs, planning the provision, implementing the plan, and reviewing the impact of the action on the pupil
- **Intervention** – a short-term, targeted approach to teaching a pupil with a specific outcome in mind
- **Local offer** – information provided by the local authority that explains what services and support are on offer for pupils with SEN in the local area
- **Outcome** – target for improvement for pupils with SEN. These targets don't necessarily have to be related to academic attainment
- **Reasonable adjustments** – changes that the school must make to remove or reduce any disadvantages caused by a child's disability
- **SENCO** – the special educational needs co-ordinator
- **SEN** – special educational needs
- **SEND** – special educational needs and disabilities
- **SEND Code of Practice** – the statutory guidance that schools must follow to support children with SEND
- **SEN information report** – a report that schools must publish on their website, that explains how the school supports pupils with SEN
- **SEN support** – special educational provision that meets the needs of pupils with SEN
- **Transition** – when a pupil moves between years, phases, schools or institutions or life stages