



# TRIMLEY ST. MARTIN

School S.E.N.D Offer

Trimley St Martin Primary School  
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# SEND Local Offer

## Accessibility and Inclusion

### What the school provides

- Ramps to school entrance to make the school accessible for all
- A disabled toilet is available for wheelchair users if the need should arise
- Information is available on the school website and a community noticeboard in addition to regular newsletters and news blog on the school website
- Furniture is modern and of a suitable height appropriate to the age group of children being taught in that classroom
- The school has a range of ICT programmes for pupils with SEND in addition to Samsung tablets, headphones, laptops, computers and visualisers installed in every classroom
- The school has facilities for Gym trail
- Coloured overlays for identified children with Dyslexia and Irlen Syndrome
- Writing slopes.

## Teaching and Learning

### What the school provides

- Early identification is vital and outside agencies can help advise on the provision of intervention strategies
- The class teacher informs the parents at the earliest opportunity to alert them to concerns and enlist their active help and participation
- The class teacher and the SENDCo will assess and monitor the children's progress in line with existing school practices
- The SENDCo works closely with parents and teachers to plan an appropriate programme of intervention and support
- The assessment of children reflects as far as possible their participation in the whole curriculum of the school
- The class teacher and the SENDCo can break down the assessment into smaller steps in order to aid progress and provide detailed and accurate indicators
- Children can be screened for dyslexia and dyscalculia and assessed by outside agencies such as Dyslexia Outreach and Speech and language
- Each class generally benefits from at least one Teaching Assistant
- We have some Teaching Assistants who are trained to level 6. Most of our teaching assistants are trained to level 3. Some are trained and regularly use Makaton and two are

trained to deliver speech and language sessions. We have a T.A who specialises in Dyslexia support

- In the case of children with HI, VI or medical needs specialist support, equipment and training is provided by outreach services within the local area
- Staff have received first Aid, epilepsy and Epipen training. Staff in Reception Classes receive Paediatric First Aid Training
- When sitting examinations children with SEND can be supported 1 to 1 (EHCP), have timed breaks, be granted additional time, sit exams in a quiet setting in a small group to aid concentration or have work transferred to coloured paper if needed
- The SEND provision map records the type of intervention a pupil is receiving, the duration, pupils' progress throughout the school and records how much progress individuals make following interventions
- Intervention programmes are coordinated and delivered weekly by TAs in conjunction with the SENDCo
- As part of the appraisal process all intervention managers and Teaching Assistants have the access to training and continuous professional development through Suffolk CPD as well as other agencies.

## **Reviewing and Evaluating Outcomes**

### **What the school provides**

- Parents contribute and take part in Annual Reviews for children with an EHCP and receive copies of all relevant paperwork concerning their child. Pupils are also asked to make a contribution to the review
- The school operates an Open Door policy with regards to any concerns a parent may have
- Pupils' progress is monitored throughout the school and Pupils with SEND are monitored also on the Provision Map
- Pupil progress meetings are held half termly with all staff and the Headteacher to ensure progress and the barriers to learning are being addressed.

## **Keeping Children Safe**

### **What the school provides**

- The Headteacher carries out Risk Assessments where necessary.
- If required a handover is carried out by the class teacher to the appropriate parent/carers
- There are parking areas by the school for pick up and drop off points

- Support is usually available in every class but some classes have additional adult support if required e.g. YR (Reception)
- Parents can access all safeguarding policies including anti-bullying policy on the school website.

## **Health (including Emotional Health and Wellbeing)**

### **What the school provides**

- All medicine is recorded in a medicine book along with details of dosage and frequency and parents sign to grant authorisation to the school to administer to their child
- Where children have one, care plans are passed on to the relevant Class Teacher and the master copy is kept in SEND records
- All support and teaching staff are kept regularly up to date with First Aid Training to ensure staff are familiar with what action to take in the event of an emergency
- Diabetes, epilepsy and Epi-pen training has been provided by the School Nurse or other NHS professional to ensure the relevant staff are conversant with the appropriate action or medical procedure required.

## **Communication with Parents**

### **What the school provides**

- The website contains details of all staff currently employed by the school and the School Prospectus also provides this information
- The School operates an Open Door policy and has 2 parent evenings a year to provide opportunities for parents to discuss the progress of their child
- The school news blog / class blogs are updated on a regular basis
- Each class uses Seesaw to keep parents updated on children's work (Tapestry in Reception).

## **Working Together**

### **What the school provides**

- There is School Ambassador Committee for pupils to contribute their own views
- Parents can have their say about their child in Parent Evenings and Annual Reviews for children with EHCPs (if they express a wish to do so)
- Elections to the Governing Body are held in the event a vacancy arises for Parent Governors
- SEND Governor works closely with the SENDCo and visits school regularly

- Friendship Ambassadors, Ambassador Committee and Y6 Buddies support new children and children with additional needs
- Open door access to the Headteacher
- Parents come into school to listen to readers weekly
- Parents on a regular basis participate in a curriculum afternoons.

## **What help and support is available for the family?**

### **What the school provides**

- The SENDCo or Headteacher can offer help with forms if this is required
- The school holds On-Line Safety Workshops for parents and pupils to attend
- If a pupil required a Travel plan to get their child to and from school this would be dealt with by the class teacher, SENDCo, Headteacher and Business Manager if required.

## **Transition to Secondary School**

### **What the school provides**

- Each Year pupils visit their forthcoming Secondary School for taster sessions and also Secondary Teachers from the Local Schools visit to help ease the transition from Year 6 to Year 7
- School has in place a transition leader (Year 6 teacher) who coordinates and organises all key transition documents and meetings
- Pupils are encouraged to visit open evenings and days
- Headteacher provides advice and help regarding appeals to Secondary School
- One to one SENDCo meetings are encouraged and regular contact is set up with pastoral teams from high school

## **Extra-Curricular Activities**

### **What the school provides**

- Trimley St Martin School operates a daily Breakfast and After School Club available to all pupils
- We have a system of Adult and child sport leaders who provide younger children with activities and games at lunchtimes and playtimes
- Some structured and organised team games are available for all pupils and years at lunchtime.

- We have a Sport and games organiser who runs these activities, promoting respect and fair play
- We have a KS1 and KS2 Extra-curricular activities such as sport, the arts and computing throughout the week
- Links to holiday clubs organised by Tom Child's (Sports Coach) and TSM Holiday Club
- Pathways to local Sports Clubs are provided

Child is identified as needing additional support, through:

- Contact with Parent / discussion with Class Teacher / Other
  - During Pupil Progress meetings / tests / data input

Child is provided with **UNIVERSAL SUPPORT Wave I interventions** (adjustments to lessons, teaching approaches, class organisation, differentiated work etc.)

Does the child still require additional support?

Yes

No

Continue to monitor child's progress

Children is provided with **TARGETED SUPPORT Wave II / Wave III interventions** (Intervention groups / speech and language groups / additional letters and sounds group etc) as well as **Wave I** support

At the end of the half term, pupil's progress from the Targeted support is discussed with teachers / parents/carers.

Does the child still require additional support?

Yes

No

Continue to monitor child's progress

Consider other Wave II support

Is support required from outside agencies?

Yes

Continue to provide support for as long as it is needed

- SENCO creates an ITP or Targeted Support Plan
- Enters the child onto the TSM **Code of Practice**
- Refers the child to relevant agency
- **SPECIALIST SUPPORT Wave III & Outside agencies**

Yes

Is support successful?

No

If after the above interventions have been carried out the child continues to make little progress, a referral to obtain a EHC Plan (replacing Statement of Educational needs)