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Trust**

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SEND INFORMATION REPORT

Document Control

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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 SEND 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 www.pleckgate.com.

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.

1.0 What types of SEN does the school provide for?

Our school provides for pupils with the following needs:

Area of need	
Communication and interaction	Autism spectrum disorder
	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 hyperactive disorder (ADHD)
	Attention deficit disorder (ADD)
	Mental health difficulties such as anxiety, depression or an eating disorder

Sensory and/or physical	Hearing impairments
	Visual impairment
	Multi-sensory impairment
	Physical impairment

2.0 Which staff will support my child and what training have they had?

Our special educational needs co-ordinator, or SENDCO

Our SENDCO is Miss Marie-Claire Langfeld.

Ms Langfeld is a very experienced teacher having taught English for 22 years. She has a strong background in whole school teaching and learning, firstly as an Advanced Skills Teacher, qualifying in 2009 and then as a Lead Practitioner for English, prior to becoming the SENDCO in September 2022. Ms Langfeld completed the National Award in Special Educational Needs Co-ordination in September 2023.

Assistant SENCO

Our Assistant SENDCO is Mrs Belshaw who has worked as a teacher of SEND for 11 years. Mrs Belshaw also comes from a teaching and learning background as a qualified RE Teacher prior to becoming Assistant SENDCO. Mrs Belshaw has completed the National Award in Special Educational Needs Co-ordination and completed the PAPAA assessors' course in January 2024.

Class/subject teachers

All teachers receive in-house SEN training on a termly basis, and are supported by the SENDCO to meet the needs of pupils who have SEN. All staff have received training in the following specialist training delivered by the SEND Support Team from Blackburn and Darwen, Visual short-hand; working memory, and Visual Impairment; ADHD; SLCN

Teaching assistants (TAs)

Pleckgate has a team of 21 TAs, including 1 higher-level teaching assistant (HLTAs) who are trained to deliver SEN provision.

Within our team we have teaching assistants who are trained to deliver interventions such as motor skills; handwriting; social skills; touch-typing; ELSA, Beat Dyslexia, speech & language, literacy, and numeracy.

In the last academic year, TAs have been trained in Developmental Language Delay (DLD); Speech & Language, Hand Writing, training & delivering in reciprocal reading, PD level 1 training, First Aid training (selected TAs).

External agencies and experts

Sometimes we need extra help to offer our pupils the support that 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
- Educational psychologists
Clinical Psychologists
- Occupational therapists
- GPs or paediatricians
- School nurses
- ELCAS
- SEND Support Service
Mental Health Support Service (MHST)
- Child and adolescent mental health services (CAMHS)
- Education welfare officers
- Social services and other LA-provided support services
- Voluntary sector organisations

3.0 What should I do if I think my child has SEN?

Tell us about your concerns

We will invite you to a meeting
to discuss them

We will decide whether your
child needs SEN support

If you think your child might have SEN, the first person you should tell is your child's form tutor.

Parents can contact form tutors by ringing the school directly on 01254 249134. The call will then be directed to the relevant member of staff. They will pass the message on to our SENDCO, Miss Langfeld, who will be in touch to discuss your concerns.

You can also contact the SENCO directly at mlangfeld@pleckgate.com

The SENDCo will meet with you to discuss your concerns and try to get a better understanding of what your child's strengths and difficulties are.

Together we will decide what outcomes to seek for your child and agree on next steps.

The SENDCo will make a note of what's been discussed and add this to your child's record.

If the SEND Team decide that your child needs SEN support, we will formally notify you in writing and your child will be added to the school's SEND register.

4.0 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.

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 tuition 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 socially 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.

If your child does need SEN support, their name will be added to the school's SEN register, and the SENCO will work with you to create a SEN support plan for them.

5.0 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.

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.

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

The School will provide termly reports on your child's progress which will be through parents' evenings; raising achievement evenings and attainment reports.

Teaching staff will meet with you 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 the SENDCO, Miss Langfeld.

7.0 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

8.0 How will the school adapt its teaching for my child?

Your child's teacher/s is/are 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 an ambitious, 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 and to fill any gaps that are identified in your child's learning. There is no '1 size fits all' approach to

adapting the delivery of 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 the delivery of our curriculum to make sure all pupils are able to access it, for example, by grouping, 1-to-1 work, adapting the teaching style or activities set in the lesson, regular checking of pupil understanding before moving onto new topics or content.
- Adapting our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud for example.
- Adapting subject specific resources to ensure these are accessible for all pupils.
- Adapting staffing to provide additional support in class for pupils.
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, dual coding for example.
- Teaching assistants will support pupils on a 1-to-1 basis when is stipulated within an EHCP.
- Teaching assistants will support pupils in small groups within the classroom setting when directed by the class teacher.

The school's accessibility plan can be found here:

<https://www.pleckgate.com/wp-content/uploads/Accessibility-Plan-Dec-2024-27-1.docx.pdf>

We may also provide the following interventions:

AREA OF NEED		HOW WE SUPPORT THESE PUPILS
Communication and interaction	Autism spectrum disorder	Visual timetables Social stories Social Skills
	Speech and language difficulties	Speech and language therapy Lego therapy
Cognition and learning	Specific learning difficulties, including dyslexia, dyspraxia and dyscalculia	Writing slope Keyboard LASS Testing Coloured overlays Coloured books Writing pens Concrete Manipulatives
	Moderate learning difficulties	
	Severe learning difficulties	

Social, emotional and mental health	ADHD, ADD	Quiet workstation Pastoral support Time out passes Brain breaks Chunking of information Information as visuals
	Adverse childhood experiences and/or mental health issues	ELSA 1:1 or in a group such as Lego Therapy Talking & drawing Therapy Pastoral check-ins
Sensory and/or physical	Hearing impairment	
	Visual impairment	Enlarged resources Ipad Pro Touch typing Braille training White cane training Leave lesson early pass Access to the SEND hub
	Hearing impairment	Microphone
	Physical impairment	Leave lesson early pass Support at lunchtime if necessary

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

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

- Reviewing their progress towards their goals each term
- Reviewing the impact of interventions half-termly
- Using pupil questionnaires and meetings with pupils
- Review of pupil books
- Review of lesson provision and impact of support in class
- Regular updates from teaching staff
- Regular revisiting of the pupil passport information
- Monitoring by the SENDCO
- Data analysis after assessments and examinations
- Holding an annual review (if they have an education, health and care (EHC) plan)

10.0 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 teaching assistant hours
- 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.

If additional funding is needed, we will seek it from our local authority.

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

- Staff are aware who are the pupils who have SEND through our SEND register
- All of 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 to theatres, museums, colleges etc
- All pupils are encouraged to take part in sports day/workshops with external agencies/careers fairs & interviews.
- No pupil is ever excluded from taking part in these activities because of their SEN or disability and staff will make whatever reasonable adjustments are needed to ensure they can be included.

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

The Admissions Policy outlines how pupils with SEN or pupils with EHCP are offered prioritised places at school. The admission of pupils with either an education, health and care plan, statement of special educational needs or an individual pupil resource agreement are considered as priorities when places are awarded at school.

Where the number of applications is greater than the published admission number, all applications will be considered equally, however EHCP, IPRA's are the priority group.

13.0 How does the school support pupils with disabilities?

<https://www.pleckgate.com/wp-content/uploads/Accessibility-Plan-Dec-2024-27-1.docx.pdf>

At Pleckgate we:

- Ensure physical difficulties are not a barrier to pupils' learning, social interaction, safety or health and well-being and provide support through staffing and accessible facilities
- Adopt operational practices that support movement around school and essential daily routines for pupils with physical needs.
- If necessary, make adaptations, to ensure pupils have full access to a personalised learning programme.
- Ensure accurate records are kept monitoring progress, effect movement within the graduated response set out in the Code of Practice, and continually improve provision for pupils with physical disabilities.
- Monitor Health Care Plans for statemented /IPRA pupils.
- Regularly review and communicate pupil progress to teachers, pupils, their parents/carers and other involved parties as appropriate.
- Liaise with outside agencies and disseminate information with relevant staff, parents/carers and pupils.
- Liaise with and advise fellow teachers; provide training on physical disability issues.

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

School provides support for pupils to progress in their emotional and social development in the following ways:

- Provides opportunities for pupils to access appropriate guidance, advice and support on a diverse range of issues including social, emotional, health, financial and wellbeing.
- Ensure pupils receive appropriate and timely advice and guidance through a well-structured personal development curriculum (including PSHE, RSE and CEIAG guidance).
- Provide further support for identified pupils such as pastoral support, ELSA or MHST
- Monitor and regularly review the programmes and support given to pupils via Learning and Pastoral Support Officers (LPSO's)
- Provide LPSOs who will work with vulnerable pupils
- Liaise with the Blackburn with Darwen SEND Support Team to provide guidance, advice and strategies to support staff and parents/carers
- We have a 'zero tolerance' approach to bullying and any reported incidents of bullying are quickly dealt with.

15.0 What support will be available for my child as they transition between classes or setting or in preparing for adulthood?

Between years

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

Meet with the Year 6 teacher and the SENCO of the child's primary school

Meet with parents of any child with SEND

Schedule lessons with the incoming teacher towards the end of the summer term

Between schools

When your child is moving on from our school, the SENDCo will ask you and your child what information you want us to share with the new setting in order that the support your child receives is able to continue.

Between phases (SECONDARY)

The SENDCO of the primary school meets with our SENDCO to discuss the needs of the incoming pupils near the end of the summer term.

The SENDCo and pastoral team arrange meetings with the parents of incoming pupils to discuss how we can best welcome their child into our community.

In addition to a transition day, we also have a transition evening, where pupils are able to experience aspects of lessons within a variety of subject areas.

Onto adulthood

Pleckgate provides all our pupils with appropriate advice on paths into work or further education.

We work with the pupil to help them achieve their ambitions, which can include goals in higher education, employment, independent living and participation in society. Pupils with

an EHCP will have meetings in Years 10 & 11 where post -16 options will be discussed in more detail.

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

Mr Alex Case, Assistant Headteacher is the designated teacher for looked-after children and previously looked-after children in this school.

Mr Case works closely with Miss Langfeld, our SENDCO, 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 SEND. 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.

17.0 What should I do if I have a complaint about my child's SEN Support?

<https://www.pleckgate.com/wp-content/uploads/Complaints-Policy-Mar-24-26.pdf>

Complaints about SEN provision in our school should be made to the [class teacher/SENCO/headteacher] in the first instance. They will then be referred to the school's complaints policy.

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 [SEN Code of Practice](#).

If you feel that our school discriminated against your child because of their SEND, 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>

18.0 What support is available for me and my family?

If you have questions about SEND, 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 your local authority's local offer Blackburn with Darwen publishes information about the local offer on their website:

<https://blackburn.gov.uk/children-families-and-young-people/special-educational-needs-and-disabilities>

Our local special educational needs and disabilities information advice and support services (SENDIASS) organisations are:

<https://councilfordisabledchildren.org.uk/what-we-do-0/networks/iassn/find-your-local-ias-service/north-west/blackburn-darwen>

Local charities that offer information and support to families of children with SEND are:

BwD Parents in Partnership - PiP <http://www.bwdpip.org.uk/>

Blackburn with Darwen Parents in Partnership or BWDPiP are a parent carer led group for Parent Carers of children and young adults aged 0-25 with Special Educational Needs and Disability (SEND).

We are helping to shape service's by working with providers and professionals within the Borough, NHS services and the Voluntary Sector.

ADHD Northwest - <http://adhdnorthwest.org.uk/>

ADHD North West is committed to providing a free unique support service to empower and improve the wellbeing of individuals and families affected by an Attention Deficit Disorder and associated conditions. We believe in making a difference by improving knowledge, increasing confidence, reducing isolation, and encouraging aspirations.

National Autism Society - Blackburn with Darwen -

<https://www.autism.org.uk/what-we-do/branches/blackburn-with-darwen>

The National Autism Society provides a wide range of services to support autistic children and young people. They improve and enhance education, care and experiences to help autistic children and young people fulfil their potential.

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

[IPSEA](#)

[SEND family support](#)

[NSPCC](#)

[Family Action](#)

[Special Needs Jungle](#)

19.0 Glossary

Access arrangements – special arrangements to allow pupils with SEND 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 SEND 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 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 SEND

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 which explains what services and support are on offer for pupils with SEN in the local area

Outcome – target for improvement for pupils with SEND. 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 which meets the needs of pupils with SEN

Transition – when a pupil moves between years, phases, schools or institutions or life stages