



## SEND INFORMATION REPORT

**Date:** September 2026

**Ratified by Local Governing Committee (LGC) on:**

**Policy Review Cycle:** Annually

**Review Assigned to:** Kirklevington Primary School LGC

### Version Control

| Review Date  | Updates                                    |
|--------------|--------------------------------------------|
| V1 July 2027 | Review of legislation and relevant updates |
|              |                                            |

## **SEND Information Report**

### **What does having Special Educational Needs mean?**

The Code Of Practice (2014) states that:

A child or young person has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them. A child of compulsory school age or a young person has a learning difficulty or disability if they:

have a significantly greater difficulty in learning than the majority of others of the same age;

Or

have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post 16 institutions.

Where a child or young person has a disability or health condition which requires special educational provision to be made, they will be covered by the SEND definition.

### **Roles and Responsibilities**

SCHOOL LEADS:

Mrs A O'Gara and Mr J Downs (Heads of School)

Mrs J Patterson (SENDCo)

Tel: 01642 781261

Email: [kirklevington@kirklevington.org.uk](mailto:kirklevington@kirklevington.org.uk)

### **Who is the best person to speak to at Kirklevington Primary School about my child's SEN?**

The class teacher or SENDCo are usually the first points of contact in this area.

The SENDCo at Kirklevington Primary is Mrs Patterson. She will coordinate and evaluate provision for pupils with SEND needs. Mrs Patterson can be contacted on [kirklevington@kirklevington.org.uk](mailto:kirklevington@kirklevington.org.uk)

Mrs Patterson works in partnership with Mrs Pack, the Spark Trust SENDCo.

**The Special Educational Needs & Disabilities Coordinator (SENDCo) responsibilities include:**

- Co-ordinating SEND support within school including developing the school's policy to ensure that all children with SEND get a consistent, high-quality response to their needs.
- Liaising with external agencies within school to support with children with SEND (Educational Psychologist, Speech and Language, CAMHs, Occupational Therapist etc)
- Updating the school's SEND register and monitoring the SEND Tracker.
- Providing support and advice for staff in supporting children with SEND.
- Ensuring that parents are involved in:
  - supporting with their child's learning
  - reviewing their child's progress
  - planning ahead for their child

Class teachers are responsible for:

- Checking the progress of your child -Identifying, planning and delivering any additional support your child may need.
- Monitoring delivery of additional support from other staff within school.
- Ensuring that the SEND Teaching and Learning Policy is followed within the classroom setting.

**Further Support**

There may also be a need to contact the Head of School, the SEN Governor/Chair of Governors or Mr Downs (Director of Education for the Trust).

The Head of School is responsible for:

- The day to day management of all aspects of school including the provision and support provided for children with SEN within school.
- They will give responsibility to the SENDCO and class teachers, but are still responsible for ensuring that your child's needs are met.
- Keeping the Governing Body up to date about any SEND issues within school.

SEN Governor / Chair of Governor

Mrs J Duncan

They are responsible for:

- Making sure that any additional support required for children in school with SEND is provided.

**The kinds of SEN that are provided for at Kirklevington Primary:**

Our school currently provides additional and/or different provision for a range of needs, including:

- Communication and interaction, for example, autistic spectrum disorder, Asperger's Syndrome, speech and language difficulties
- Cognition and learning, for example, dyslexia, dyspraxia (developmental coordination disorder)
- Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD)
- Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy
- Moderate/severe multiple learning difficulties

**How does the school identify pupils with SEN and assess their needs?****Identifying pupils with SEND and assessing their needs****Early Identification**

It is important that children's special educational needs/disabilities are identified at an early stage in their lives. The earlier that action is taken the more responsive the child is likely to be.

To identify or acknowledge that children Kirklevington have SEND we use a number of indicators:

- Assessments from professional bodies
- Information from transferring schools
- Observations
- Parental information
- School assessments
- Student information
- Testing data

**The steps Kirklevington take if SEND is identified:**

If SEND is identified the stages of action are:

Initial concerns expressed by parent, teachers, health or social services professional  
SENCo gathers information, makes initial assessment and informs parents of outcomes. If  
limited progress is made following initial adaptations, the student is added to SEND

Monitoring and a plan is put together for adjustments to be made. The plan is shared with parents and reviewed after a term. If limited progress is made following the adaptations, the student will be placed on the school SEND register at the SEND Support level.

SENCo may also seek further advice/ assessment from professional and outside agencies if required

If the young person is identified as SEND the SENDCo will provide teachers, parents and the child with advice, strategies and provision suited to support their needs.

### **Assess, Plan, Do, Review**

Provision for children with special educational needs is a matter for the whole school. This includes the Governing Body, the school's head teacher, the SEND co-ordinator and all members of staff, particularly class teachers and teaching assistants. All teachers are able to differentiate to meet the needs of children with special educational needs. At Kirklevington we aim to follow the recommendations of the 'assess, plan, do, review' cycle outlined in the SEND Code of Practice (2015).

#### **Assess**

School-based assessment procedures are a continuous and systematic cycle of planning, action and review, developed in a way to enable children with special needs to learn and progress. Assessment is seen as a natural extension of the school's approach to assessment generally and the meeting of the needs of all pupils.

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better the child's previous rate of progress
- Fails to close the attainment gap between the child and their peers
- Widens the attainment gap

This may include progress in areas other than attainment, for example, social needs.

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEND.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.

#### **Assessing and reviewing pupils' progress towards outcomes**

As mentioned, we will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

The class or subject teacher will work with the SENDCO to carry out a clear analysis of the pupil's needs. This will draw on:

- The teacher's assessment and experience of the pupil
- Their previous progress and attainment or behaviour
- Other teachers' assessments, where relevant
- The individual's development in comparison to their peers and national data
- The views and experience of parents
- The pupil's own views
- Advice from external support services, if relevant

The assessments will be reviewed regularly.

All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. We will regularly review the effectiveness of the support and interventions and their impact on the pupil's progress.

Consulting and involving pupils and parents

We will have an early discussion with the pupil and their parents when identifying whether they need special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty
- We take into account the parents' concerns
- Everyone understands the agreed outcomes sought for the child
- Everyone is clear on what the next steps are
- Pupil voice is sought and recorded

Notes of these early discussions will be added to the SEND Aware tracker.

Where concerns continue, a SEND Monitoring plan will be put in place and discussed with parents.

We will formally notify parents when it is decided that a pupil will receive SEND support and ask parents to sign consent forms.

## **Plan**

When a child has an identified special educational need, the SENDCO and class teacher will use this information to:

- Provide starting points for the development of provision required to support the child.
- Identify and focus attention on action to support the child within the class.
- Use the assessment processes to identify any learning difficulties, referring to the school Educational Psychologist, where necessary.

- Ensure ongoing observation and assessments providing regular feedback about the child's achievements and experiences. This will inform the next steps of learning.

### **Do (Early Intervention)**

At Kirklevington, we recognise that the earlier a pupil's needs are identified the more successful interventions are likely to be. The school procedures are responsive to and supportive of such early intervention.

What is provided?

- Quality First Teaching
- High Expectations - Teachers have the highest possible expectations for your child and all pupils in their class.
- Planning for Progression - All teaching is based upon building on what your child already knows, can do or can understand.
- A wide range of learning opportunities - Children are given the opportunity to learn in different ways. These include independent learning, collaborative learning and kinaesthetic learning.
- Specific strategies - Teachers to use specific strategies suggested by external staff (Educational Psychologist, Speech and Language Therapist, Occupational Therapist and Local Authority Advisers) to support your child's learning.

### **Early Years /Foundation Stage**

At Kirklevington, children can start Nursery the term after they turn 3 years old. They will take part in baseline assessments and areas of need will be identified.

Support may be given to target areas of need through play and the provision provided. Interventions may also be needed.

Early talk Boost - This is an intervention aimed at children with delayed language development who need targeted help to catch up with their peers.

Time To Talk - A programme to develop oral and social interaction for reception and KS1.

Phonics Daily Keep up- provides targeted daily support for children who are falling behind or have gaps in their phonic knowledge.

### Key Stage One and Two

#### **Interventions that may take place in school for KS1 and 2 are:**

Sensory Circuit - Provision of sensory activities, based on individual child need.

Teodorescu - An intervention programme to develop the Fine Motor and Perceptual Skills Necessary for Effective Handwriting

Thera putty Fine Motor Development Programme- A programme aimed to support fine motor skills needed to develop handwriting.

Phonics Catch up – A phonics intervention designed for children Year 2 and beyond.

Stile – literacy and reading intervention

Magic Spelling – a spelling intervention designed to teach children a visual way of learning to spell.

Precision Teach – Children work in small groups with a teaching assistant to target specific areas of difficulty, this could be in reading, writing or maths.

Basic Maths – This intervention is aimed filling gaps in children's basic maths skills.

Reading one to one – children read frequently with an adult to build comprehension and fluency skills.

Physio – some children may require physiotherapy or a program of exercises may have been recommended for them from an outside agency like Occupational Therapy.

Speech and language – This is usually done on a 1:1 basis with the child and is based on recommendations from the Speech and Language Team. The Speech and Language Team may come in to work in school with a child.

SNIP- A spelling programme aimed at increasing reading and spelling and uses the primary high frequency words (HFW).

Toe by Toe- a highly structured phonics-based reading manual to help anyone who finds reading difficult.

Handwriting – an intervention to improve handwriting and fine motor skills.

Drawing and Talking- provided on a 1:1 basis it allows individuals to discover and communicate emotions through a non-directed technique.

Thrive- to support children's emotional development.

Nurture Group- To support children's social development and friendship skills.

Talk About- a structured, hierarchical program designed by Alex Kelly to help children and adults develop social communication, self-esteem, and friendship skills

In-class support and 1:1 work – this is provided dependent on level of need.

Other Interventions may be available/ accessible to use dependent on the needs of the child

### **SEN Support- Who can receive this level of support?**

Once a Special Educational Need has been identified and following discussion with parents, a child will be placed on the school SEN register. A SEN support plan will be created for these children and they will receive in school SEN Support following the graduated approach. The interventions provided will be matched to the individual needs of the pupil and will be reviewed termly to ensure progress is made.

### **Review**

Any interventions taking place will be assessed and reviewed to ensure that they are having a sufficient effect on a child's progress. Any necessary amendments will be made and a new cycle will begin.

Parents will be involved at all stages.

### **How will your child's progress be measured?**

Your child's progress is continually monitored by his/her teacher and the Senior Leadership Team. This happens termly, through pupil progress meetings. His/her progress is reviewed formally every term against age-related expectations. The progress of children with an EHC Plan is formally reviewed at an Annual Review with all adults involved with the child's education invited to attend.

### **What arrangements are there to consult with parents/carers of young people?**

Kirklevington Primary School recognises the need for parents/carers to be fully aware of their child's progress. A partnership between school and home is invaluable in ensuring the needs of the child are best met. Parents are encouraged to contact the SENDCo if they have any concerns.

Parents will have the opportunity to discuss the progress of their child, termly. This will usually be at Parents' Consultations or at an organised meeting time.

Parents will be given the opportunity to review, and have an input in, their child's support plan.

Where necessary, the SENDCo will contact parents/carers to discuss the child's needs and difficulties and the possible support that the school is considering.

Parents of children with an EHCP will be invited to contribute to and attend their annual review, which, wherever possible, will include other agencies involved with the child.

The parents and children (where appropriate) will be given the opportunity to give their views when reviewing support.

### **What happens when my child needs provision that is above and beyond what can normally be provided?**

A SENDMAP application may be made. The **SENDMAP application** in Stockton-on-Tees is a structured, multi-agency assessment tool used to identify and support children and young people with Special Educational Needs and Disabilities (SEND). It stands for **Special Educational Needs and Disability Multi-Agency Profile**.

The **SENDMAP** is a collaborative framework used by schools, health services, and Stockton-on-Tees Borough Council. Its primary purpose is to ensure that a child's additional needs are identified early, assessed accurately, and supported through a coordinated, multi-agency approach.

Rather than looking at a child's difficulties in isolation, SENDMAP brings together information from everyone involved in the child's life—including teachers, health professionals, specialists, and, most importantly, parents and the child themselves.

High Needs Funding

All schools are delegated funding to support children with SEN. If the provision needed is above and beyond what can normally be provided, using this funding, then schools can apply for additional funding to ensure needs are met. This is called High Needs Funding. The school will make an application to the Local Authority and funding will be decided on a case by case basis and is dependent upon level of need.

Your child may also need support or assessments from outside agencies such as:

- An Educational Psychologist
- The Speech and Language Team
- Occupational Therapy or Physiotherapy
- Autism Outreach
- CAMHS

### **Education, Health and Care Plans**

Where your child's needs cannot be met through SEN support, the school, or yourself, can request that the Local Authority carry out a statutory assessment of your child's needs. This is a legal process. Further information found on the Stockton SEN's Local offer;

<https://www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer.page?localofferchannel=5&localofferagebands=2>

After information has been gathered from school and any external agencies, the Local Authority will then decide whether they think your child's needs warrant a statutory assessment. Should your child require an EHCP, this will come in draft form initially to allow you to check that you are happy with the provision outlined. This will then be formalised.

### **Who can receive this level of support?**

Children with severe, long-term and more complex needs.

### **How will we support your child with transition to another area/school?**

We recognise that 'moving on' can be very difficult for children with SEN. We aim to make the experience as easy as possible for them.

If your child is moving to another school: -

- We will contact the school SENDCO and ensure he/she knows about any special arrangements or support needed for your child.
- We will make sure that all records about your child are passed on as soon as possible.

When moving years in school:

- Information about your child will be shared with their new teachers.
- If your child would be helped by a personalised plan for moving to another year, we will put this in place.

Supporting pupils moving between phases and preparing for adulthood

- We will share information with the school, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.
- Enhanced transition will take place for any child who needs additional support during any transitions.

### **Our approach to teaching pupils with SEND**

Kirklevington Primary School provides quality first teaching to all our children regardless of their needs. We aim to ensure that all children's individual needs are met so that they are able to achieve their educational potential. We are committed to providing, for each pupil, the best possible environment for learning. We recognise that pupils may have special needs at some point during their school life and will provide the best possible support to help them deal with and overcome their difficulties.

Teachers are responsible and accountable for the progress and development of all the pupils in their class. First quality teaching is our first step in responding to pupils who have SEND. This will be differentiated for individual pupils.

### **How will teaching be adapted to meet my child's needs?**

Quality first teaching will mean that teachers adapt to all children's needs within their class. Teaching Assistants will support your child's needs within the classroom when required. Technology is available to support your child alongside specific strategies and plans that have been devised.

### **Adaptations to the curriculum and learning environment**

At Kirklevington we believe that your child's learning needs will first and best be met through quality first teaching/ universal strategies provided by your child's class teacher.

We make the following adaptations to ensure all pupils' needs are met:

- Differentiating our curriculum to ensure all pupils are able to access it, for example, by grouping, 1:1 work, teaching style, content of the lesson, etc.
- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, etc.
- Differentiating our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.

### **How have we made Kirklevington a supportive environment accessible to children with SEND?**

Where appropriate, interventions are provided and teaching assistants work with groups of children to address gaps in their learning and give them a boost.

Children that need additional resources, such as coloured overlays, pencil grips, visual timetable or slope board, are given access to them and monitored to measure impact.

We offer a variety of after school clubs e.g. music and movement, choir, circuit training, netball, football etc. Our clubs are accessible for all children.

Staff use visual timetables when children in their class need them.

We have teaching assistants who are trained to deliver the interventions listed in the 'Do' section of this report.

Class teachers, or teaching assistants, will support pupils when identified through HNF support or EHCP plans.

Teaching assistants will support pupils in small groups in order to deliver pre, post or precision teaching to ensure gaps are closed.

### **Enabling pupils with SEND to engage in activities available to those in the school who do not have SEND**

Kirklevington Primary School aims to ensure that all children's individual needs are met so that they are able to achieve their educational potential, and is committed to providing, for each pupil, the best possible environment for learning. We ensure that the special educational needs of individual pupils never impacts on the quality of education or opportunities available to them.

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 residential visits.

All pupils are encouraged to take part in sports day/school plays/special workshops.

No pupil is ever excluded from taking part in these activities because of their SEND or disability.

Kirklevington Primary School is an inclusive school where we focus on the well-being and progress of every child and where all members of our community are of equal worth. We believe that the Equality Act provides a framework to support our commitment to valuing diversity, tackling discrimination, promoting equality and fostering good relationships between people. It also ensures that we continue to tackle issues of disadvantage and underachievement of different groups.

Support for improving emotional and social development

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

We have a number of Teaching Assistants that can act in a 'keyworker' role to support individual children

Where appropriate, we provide a 'safe quieter space' for children to access when they need to self-regulate

A range of resources to support self-regulation We have a zero tolerance approach to bullying

Throughout school, we teach PSHE/RSHE as part of the curriculum. Children take part in weekly lessons dedicated to supporting well-being and promoting self-esteem.

We are a Rights Respecting School and achieved the Gold Award Mark

### **Support for improving emotional and social development**

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

- We have a number of Teaching Assistants that can act in a 'keyworker' role to support individual children;
- Where appropriate, we provide a 'safe quieter space' for children to access when they need to self-regulate;
- A range of resources to support self-regulation;
- We have a zero tolerance approach to bullying;
- Throughout school as part of PSHE, children focus on lessons dedicated to supporting well-being and promoting self-esteem.
- We are a Rights Respecting School and achieved the Gold Award.

### External Agencies

Should your child need intervention from an external agency then we will discuss this with you and there may be permission forms to sign. If you feel your child may need this support but you have not yet been approached, please contact the SENDCO or your class teacher.

We work with the following agencies to provide support for pupils with SEND

- **Educational Psychologist** – At Kirklevington, we have access to an educational psychologist. Where appropriate, an EP referral can be made. The EP observes the child and recommends next steps to class teachers and parents. This includes referrals to CAMHs, evidence for an Education, Health and Care Plan assessment, evidence for high needs funding and strategies for the teacher to use in class.
- **Speech & Language** – Referrals can be made to the Speech and Language Team if concerns are raised around a child's Speech and Language needs. If you have concerns about your child's speech or Language, then please speak to your child's teacher or the SENDCO
- **Occupational Therapy / Physiotherapy** – School is able to make referrals to OT when necessary. The SENDCO supports staff in delivering recommendations from OT reports. School is also able to make referrals to Occupational Therapy Sunflower Sensory Service for those children that may display sensory needs.
- **CAMHS**– The SENDCO will support staff in completing CAMHs referrals and will liaise with professionals.
- **Visually Impaired Service**– The SENDCO will support staff in meeting recommendations from VI service.
- **Daisy Chain** – The school works closely with the charity Daisy Chain to support those Children with Autistic Spectrum Disorder.

### Who can receive this level of support?

Children who have specific barriers that cannot be overcome by quality first teaching and intervention groups.

We may also work with other agencies, depending on the needs of the child.

### Expertise and training of staff

The SENCO is a member of the Senior Leadership Team and is the Assistant Head of School.

We have a team of highly skilled teaching assistants, who are trained to deliver SEND provision.

The SENDCO's role is to support teachers in planning for children with SEND. Staff are encouraged to request support for those children that are not making as much progress as expected or if they feel they need emotional support. Individual teachers and support staff attend training courses run by outside agencies that are relevant to the specific needs of their class.

### **Securing equipment and facilities**

Teachers are able to complete requisitions for resources as and when appropriate. Similarly, the SENDCO will recommend resources if support is required. This will be funded through the school's SEND notional budget. Specific resources are purchased for children who are in receipt of HNF or have EHCP's, these are recorded on their Costed Provision Maps and funded through their top up funding.

### **Evaluating the effectiveness of SEND provision**

We evaluate the effectiveness of provision for pupils with SEND by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions after each half-term
- Using pupil questionnaires
- Monitoring by the SENDCO
- Using provision maps to measure progress
- Holding annual reviews for pupils with EHC plans

### **Complaints about SEN provision**

Complaints about SEN provision in our school should be made to the class teacher/SENDCO/Head of School in the first instance. They will then be referred to the school's complaints policy.

This policy aims to reassure that any concern or complaint raised will be dealt with in a fair, open and responsive way with the aim of achieving a speedy and satisfactory resolution.

The school recognises a willingness to listen to questions and criticisms and to respond positively and in a way in which improvements can be made to school practices.

The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

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

### **What support is available as a parent with a child with SEND?**

At Kirklevington, we hold two formal parent consultations a year. For children on the SEND register, we meet parents termly and sometimes more frequently, for example if completing a referral to an outside

agency. You will receive at least three opportunities to find out about your child's progress and will receive a support plan each term.

Stockton Local Authority provide an information and advice service to answer any questions you may have.

Stockton Parent/carer forum- offer advice and guidance for parents of children with SEND.

[info@stocktonparentcarerforum.co.uk](mailto:info@stocktonparentcarerforum.co.uk)

07985245668

**SENDIASS**- The Special Educational Needs and Disabilities Information Advice and Support Services offer information, advice and support for parents and carers of children and young people with special educational needs and disabilities (SEND). This service is also offered directly to young people.

<https://www.kids.org.uk/sendias>

### **The local authority local offer**

Kirklevington Primary School's Local Offer gives information for parents, carers and people who support pupils with Special Educational Needs and Disabilities (SEND). It outlines the support and provision parents and carers can expect to receive for a child with SEND. All Stockton schools are supported by the Local Authority to ensure that all pupils, regardless of their specific needs, make the best possible development within school.

The Stockton Local Offer can be found at-

[www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer](http://www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer)

### **Monitoring arrangements**

This information report will be reviewed by Mrs J Patterson **every year**. It will also be updated if any changes to the information are made during the year.

It will be approved by the Governing Committee.

### **Links with other policies and documents**

This policy links to our policies on-

- Single Equality and Accessibility plan
- Behaviour
- Supporting pupils with medical conditions
- Complaints Policy

Policies can be found on our School Website - [www.kirklevington.org.uk](http://www.kirklevington.org.uk)

This SEND Information Report will be reviewed annually. Review date - July 2027