



SEDBERGH INTERNATIONAL SUMMER SCHOOL

Special Educational Needs & Disability Policy	
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Introduction

Sedbergh International Summer School ("the Summer School") are committed to the equal treatment of all pupils including those with special educational needs and disabilities (SEND).

This Special Educational Needs and Disability (SEND) Policy is a key document to support the inclusive practice in our Summer School.

It outlines our statutory responsibilities and approaches to ensure that all pupils including those with SEND can achieve their full potential and best possible learning outcomes and engage successfully in all aspects of the wider school community.

This policy complies with the statutory requirements laid out in the SEND Code of Practice 0-25 (2015).

This policy has been written with regard to the following guidance and advice (in so far as they apply to the Summer School):

- Equality Act 2010: Advice for Schools DfE Feb 2013
- Schools SEN Information Report Regulations (2014)
- Statutory Guidance on supporting pupils at school with medical conditions April 2014
- Teachers Standards 2012
- Children and Families Act 2014
- Statutory Framework for EYFS (April 2017)
- Working together to safeguard Children (2018)

This policy should be read in conjunction with the Summer School's Admissions Policy, Equal Opportunity Policy, Accessibility Plan and Safeguarding Policy.

The Summer School staff take initial responsibility for SEND issues relating to the Summer School and for the implementation of this policy. The Senior and Prep School's Special Educational Needs Coordinators (SENDCO) take overall responsibility for SEND in term time and coordinate specific provision for pupils receiving SEND support. Our SENCOs also contribute to the strategic development of SEND provision. They can be contacted should the Summer School require advice or assistance in delivering SEND support to pupils on the Summer School (usually before a pupil arrives on the course).

Governor Responsibility (both schools)

The Governor with particular oversight of this policy is Dr Emma Waring

Prep School

The SENDCO is Mrs Diane Airey and she can be contacted via email (daa@sedberghprep.org) or through the School Office: 015242 79200.

Senior School (if prep school not available)

The SENDCO is Mrs Angela Nunn and she can be contacted via email (an@sedberghschool.org) or through the School Office: 015396 20535.

OUR VALUES AND VISION IN RELATION TO SPECIAL EDUCATIONAL NEEDS AND DISABILITY PROVISION

This policy reflects and builds on the three principles identified in the SEND code of practice:

- The views, wishes and feeling of the young person and his or her parents.
- The importance of the child or young person and his or her parents participating as fully as possible in decisions and being provided with the information and support necessary to enable them to participate in those decisions.
- The need to support the child or young person and his or her parents in order to facilitate the development of the child or young person and to help them achieve the best possible educational outcomes and other outcomes, preparing them effectively for adulthood.

Aims of this policy

- To ensure that pupils with SEND are not put at a substantial disadvantage in matters of admission and education.
- To ensure that children and young people with SEND can engage successfully in all Summer School activities alongside pupils who do not have SEND, including making reasonable adjustments for those children with a disability so that they have good access to the curriculum and wider Summer School learning environment.
- To work in close partnership with parents and other key agencies so that the needs and strengths of each pupil are fully understood and there is a collaborative and coordinated approach to planning and reviewing provision.
- To ensure all children at the Summer School have a voice and that they are confident and able to use that voice to state their feelings, thoughts and needs.
- To ensure that parents' views are taken into account.

Definition of Special Educational Needs

A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them. In accordance with the Children and Families Act 2014, 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 children their age;
- have a disability which either 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 early years providers;
- are under five years old and would be likely to have such difficulties if special educational provision were not made for them.

Children will not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught.

Definition of Disability

A child or young person is disabled if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities (as defined by the Equality Act 2010).

Not all pupils who have SEN are disabled. Not all disabled pupils have SEN.

Three-year Accessibility Plan

The School's Accessibility Plan is available on the Summer School website, or a copy can be provided upon request by writing to the Bursary. This sets out the Summer School's plan to increase the extent to which disabled pupils can participate in the Summer School's curriculum; improve the physical environment of the Summer School for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered by the Summer School; and improve the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.

Admissions

The Summer School is inclusive and welcomes applicants with disabilities and special educational needs where possible. The Summer School currently has limited facilities, physical and otherwise, for the disabled and those with special educational needs but it will do all that is reasonable to comply with its legal and moral responsibilities under the *Equality Act 2010* and the *Special Educational Needs and Disability Act 2001* in order to accommodate the needs of applicants who have disabilities and special educational needs for which, with reasonable adjustments, the Summer School can cater adequately. The Summer School's provision and facilities will depend wholly on changes made by Sedbergh School itself in its wider plans to make the campus more accessible.

Parents of a child who has any disability or special educational need should provide the Summer School with full details on registration and discuss their child's requirements with the Summer School before he or she pays the course deposit so that reasonable adjustments can be made as necessary. Parents should provide a copy of an Educational Psychologist's, a specialist assessors' report or a medical report to support their request, for example for extra time or other special arrangements.

The Summer School shall determine the reasonable adjustments that are required for the applicant based on the information provided, in accordance with the Summer School's obligations under equality legislation. The Summer School will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child to ensure that the admissions procedure is accessible for him/her and that the Summer School can cater adequately for him/her if he/she becomes a pupil.

If necessary, the SENDCO, in collaboration with parents and other key agencies, will ensure appropriate provision is in place to support pupils with SEND entering the Summer School.

The Summer School will treat every application from a SEND pupil in a fair, open-minded way.

Withdrawal

Where, after all reasonable adjustments have been made or considered, the Summer School feels that it is unable to accommodate a disabled pupil or meet their needs, the Summer School may require parents, after appropriate consultation, to withdraw their child. Fees in lieu of notice will not be chargeable in these circumstances and the acceptance deposit returned.

Roles and Responsibilities

The Course Director is responsible for overseeing all aspects of the Summer School's SEND provision. All other roles and responsibilities listed below are that of Sedbergh School's main SENDCOs, and these will only apply to the Summer School in occasional circumstances when a pupil with SEND wishes to attend the Summer School and the Course Director requires consultation or support.

SENDCOs:

Senior School – Mrs Angela Nunn

Prep School and EYFS (excluding the Mulberry Bush Nursery) – Mrs Diane Airey

The SENDCO:

- has the day to day responsibility for the operation of the SEND Policy and the provision in School. This includes the role of supporting the Senior Leadership Team (SLT) to line manage teaching assistants who give support to individual and groups of pupils with SEND;
- provides guidance and support to all staff in relation to meeting the needs of pupils with SEND;
- has a key role in developing positive partnerships with parents and other external agencies including the School's medical staff to fully address the needs and support progress for pupils with SEND;
- will also take a key role in supporting the transition of pupils with SEND to different settings; and
- will ensure that the School keeps records of all pupils with SEND up to date.

All teachers are responsible for helping to meet a pupil's needs (irrespective of any specialist qualifications or expertise). All staff are expected to understand this policy so that the School can identify, assess and make provision to meet those needs.

The Governing Body:

The Code of Practice states that there should be a member of the Governing Body or a subcommittee with specific oversight of the School's arrangements for SEND. At Sedbergh this Lead Governor is Dr Emma Waring.

The key duties of the Governing Body are to ensure that the SEND policy is implemented and that it is effective in ensuring that pupils with SEND have the same opportunities to make

good progress and play an active and fulfilling role in the life of the School alongside pupils with no SEND.

The Governing Body will ensure the School meets all its statutory duties and the views of parents and pupils are fully considered.

The Lead Governor will meet regularly with the SENCO to review and evaluate effectiveness of the School's SEND provision and contribute to plans to develop and enhance this provision.

The Lead Governor will also ensure that updates on the quality and impact of SEND provision are regular items on the governing body's cycle of meetings.

Other key staff who are actively involved in supporting and coordinating SEND provision and part of our wider inclusion team include outside agencies such as educational psychologists, CAMHS, speech and language therapists, specialist teachers, etc, who will be used when their input and expertise will support the pupil and/or their parent.

Identifying and Supporting Pupils with SEN and Disabilities

The School uses the definition of SEN and disability as set out in the SEND code of practice and Equality Act 2010

The Summer School's curriculum, plan and schemes of work take proper account of the needs of all pupils, including those with SEN and disabilities. The Summer School regularly reviews pupil progress to help monitor whether children are making expected progress. The Summer School recognises the importance of early identification and aim to ensure that robust measures are in place to highlight children who are falling behind or who are facing difficulties with any aspect of learning or social development at the earliest opportunity.

This process of early identification is supported by:

- Placement test on entry
- Regular informal assessment (verbal questions, mini tests, etc) within lessons
- End-of-course report
- Concerns raised directly by teachers, parents or the pupil themselves.

If there are significant emerging concerns, or identified SEN or disability, the Summer School will take action to put appropriate special educational provision in place taking into account any advice from specialists. Parents should always be consulted and kept informed of any action taken to help their child, and of the outcome of this action by the SEND. Due weight will also be given to a pupil's wishes (according to their age, maturity and capability).

As well as progress in their English ability, progress in other areas will also be considered such as social development and communication skills. In determining whether a pupil may have SEND, consideration will also be given to other factors which may be affecting achievement including:

- attendance
- family circumstances
- economic disadvantage

The Summer School acknowledges that consideration of these factors will be particularly important when a child is displaying challenging behaviour or becoming isolated and withdrawn. Such behaviours can often mask an unmet need and further assessments will be undertaken to determine any underlying factors affecting behaviour which may not be SEND.

Before deciding that a pupil requires additional support, the Course Director, SENDCO (if necessary) and the class teacher(s) and House Parents will review current arrangements to meet the child's needs within daily class teaching and consider any further modifications and adaptations that should be put in place to support good progress.

Recording progress of pupils with SEND

The Summer School will record the progress of and any support for pupils with significant learning difficulties or disabilities or where they have an Education Health Care Plan. This will be recorded by way of an Individual Education Plan (IEP). This is drawn up in consultation with the pupil's teacher(s), the SENDCO (if necessary), the pupil and their parents, and House Parent (where appropriate) and kept on the Summer School's information system. The IEP contains key information (age and ability appropriate) such as:

- progress and attainment level
- targets
- teaching strategies
- the additional or different provision of support in place
- involvement of any specialists or professionals
- information the pupil would like to share about themselves, e.g. strengths, weaknesses, diagnosed learning difficulties, disabilities or medical conditions and what these mean to the pupil and how these affect them
- date the IEP was drawn up and date for review.

The IEP may be amended as and when circumstances change and at the request of the pupil, parent, teacher, Course Director or SENDCO.

The pupil (subject to their age and understanding), together with their parents and teachers, review the plan regularly and the child is encouraged to take ownership of it and to set their own targets.

A Graduated Approach to SEND Support

See Appendix 1 for School's Support Plan flow diagram.

When it is evident that a pupil will require higher levels and more tailored support than is available from everyday teaching, the Summer School will – where possible - offer additional support.

Parents will be formally notified that their child will receive this additional support and placed on the SEND register where his/her progress and provision can be monitored closely.

The **SEND Register** is a register which provides an updated record of all pupils receiving additional SEN support so that:

- progress and achievements of pupils with SEND can be more closely monitored;
- there is an overview of the range and level of need across the Summer School; and
- Summer School provision reflects and is responsive to current profile of need

Close monitoring of this Register also provides evidence to show impact of the Summer School provision for pupils with additional needs.

Once identified as requiring additional SEND support, pupils will receive a planned package of support to remove barriers to learning and put in effective special educational provision. This will be managed through a four-part cycle of assessment, planning, intervention and review. This cycle is known as the **Graduated Response** and follows the model described in the SEND code of Practice. It will enable a growing understanding of the pupils' needs and the positive outcomes. Depending on the need of each pupil, successive cycles will draw on more detailed approaches, more frequent review and more specialist expertise.

The Graduated Response:

ASSESS:

- Once identified as requiring additional SEND support a more detailed assessment of the pupil's needs will be carried out. This will include discussions with parents and, when appropriate, the pupil. It may draw on assessments and reports from external agencies involved with the pupil such as speech and language therapists, specialist teacher or educational psychologists. Information may be gained from the parent or the pupil about themselves, e.g. strengths, weaknesses, diagnosed learning difficulties, disabilities or medical conditions and what these mean to the pupil and how these affect them.

The SENDCO may also carry out more diagnostic assessments of needs in key areas of difficulties. Each pupil's difficulties will be considered against the four broad areas of needs:

1. Communication and interaction
2. Cognition and learning
3. Social, emotional and mental health difficulties
4. Sensory and/or physical needs

The Summer School recognises that it is highly likely that the needs of individual pupils will overlap across one or more of these areas of need and that needs may change over time.

PLAN:

The Summer School will use the information from the assessment to draw up a plan to show the support that will be offered. These will be recorded on the Summer School information system.

The plan will:

- be outcome focused with the desired benefit or difference from any intervention to be clearly identified. This will support the evaluation of the impact of the provision
- outline a range of additional interventions and approaches that will be made available to support progress towards these outcomes.
- highlights the ways parents can be involved to reinforce and contribute to progress outside of Summer School.
- give details of the role and input of external agencies when they are involved with a pupil.
- be recorded on individual education plans (IEPs).
- be shared with all key teachers, House Parents (if appropriate) and support staff so that they are fully aware of the outcomes sought, the support on offer and any particular teaching strategies and approaches that have been agreed.
- ensure pupils receive appropriate access arrangements

Parents will receive a copy of this plan which will clearly show the period it covers and when it will be reviewed.

DO:

Class/subject teachers, with the support of the Course Director and SENDCO (if necessary) will take the responsibility for overseeing the implementation of the plan. This will ensure that the additional support offered is linked closely to the general curriculum offer and maximise the opportunities to reinforce and consolidate key skills within the context of the class.

This will be particularly important when the intervention takes place outside of the classroom. There will be regular liaison and feedback with staff delivering interventions so that any required refinement of the support can be managed promptly.

REVIEW:

The impact of any additional support offered will be reviewed at least once throughout the course, as agreed between the Summer School and parents. Parents will be invited to attend via video conference along with pupils when this is appropriate.

Where the pupils' needs are more complex and they receive support from a range of specialist agencies a separate review meeting will be arranged so that all key parties can contribute.

At the review the following will be considered:

- impact of each element of the intervention towards the identified outcomes;
- the pupil's response to the support and view of their progress where this is applicable;

- views of parents and specialist agencies; and
- next steps with refinement and adjustments to the support offered as required.

Where progress has been limited, further analysis and assessments will be made to ensure the provision offered matches the nature and level of needs. If not already involved and with the agreement of parents, the SENDCO may make a referral to a specialist agency.

The Summer School recognises that some pupils with a SEN may also have a disability. The Summer School will do all that is reasonable in order to meet the needs of pupils with disabilities for which, with reasonable adjustments, the Summer School can adequately cater.

Entitlements to additional time and/or support in external assessments

The only external assessment within the Summer School is the IELTS examination. The Summer School Course Director will work with Melton College York to ensure that adequate support is provided to any pupils with SEND who are taking the IELTS examination.

Removal from the SEND register

If a pupil makes good progress and achieves the outcomes set they will no longer require additional SEND support and his/her name will be removed from the register. Parents will be formally notified of this decision. Progress will continue to be monitored regularly as part of the termly tracking for all pupils.

Further aspects relating to SEND provision

Bullying and Behavioural Issues

All pupils are taught that any form of discrimination, bullying and harassment is prohibited and will not be tolerated. Pupils are taught through whole-course assemblies and house meetings the importance of respecting each other and behaving towards each other with kindness, courtesy and consideration. The Summer School's Behaviour and Counter Bullying Policies make clear the seriousness of bullying, victimisation and harassment and that appropriate sanctions will be applied to any pupil who displays inappropriate behaviour.

The Summer School recognises that SEND pupils may be particularly vulnerable to being bullied. The Summer School's Counter-Bullying Policy makes it clear that bullying behaviour of any kind is not acceptable and will be taken very seriously.

The Summer School recognises that children with SEN and disabilities can face additional safeguarding challenges and additional barriers can therefore exist when recognising abuse and neglect in this group of children. These can include:

- assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration;
- the potential for children with SEND being disproportionately impacted by behaviours such as bullying, without outwardly showing any signs; and
- communication barriers and difficulties in overcoming these barriers.

The Summer School's Child Protection & Safeguarding Policy will be followed if there are any safeguarding concerns relating to a child.

Meeting the needs of pupils with medical conditions

In compliance with revised statutory guidance, arrangements are in place to ensure that any pupil with a medical condition is able, as far as possible, to participate in all aspects of Summer School life and achieve their academic potential.

These arrangements are set out in Individual Health Care Plans (IHC).

The IHC plans will detail the type and nature of support that will be available. The plans will also be:

- produced through collaboration with parents, pupil as appropriate, and health professionals including the Welfare Officer;
- shared with all relevant staff; and
- reviewed at least once during the course to reflect changing needs and support.

Where a pupil with a medical condition also has a disability or SEND the plan will be closely linked to provision to support accessibility and additional educational needs so that there is a coordinated approach.

Staff who have a responsibility to support a pupil with medical needs, including the administration and supervision of medication, will receive appropriate, ongoing training and support so that they are competent and confident about their duties.

Transition Arrangements

The Summer School will make appropriate arrangements to support pupils with SEND moving to a different summer school, should the required support not be available to them.

Where there is a high level of need this may involve visits to settings and information sharing meetings with the child's family and other key agencies supporting the child. This may involve setting up a detailed 'Transition Plan' which sets out clearly how the move will be managed. This is likely to be the case where the child has an EHC plan.

For pupils moving to a different school, the Course Director will make contact with the new school to share relevant information. As above, where the child has significant needs or has an Education Health and Care Plan, there will be a formal transition meeting when parents, pupils, representatives from the new school and other key professionals to ensure there is continuity the range and level of support offered.

Training

There is an ongoing programme of training and support in place to ensure that teachers and support staff have the understanding and the skills to differentiate and scaffold learning for the pupils with a range of SEND within everyday teaching.

Induction arrangements are in place for new staff so that they are familiar with the Summer School's approach to supporting pupils with SEND.

Monitoring and evaluating SEND Provision

The Summer School undergoes an active process of continual review and improvement of provision for all pupils, including pupils with SEND.

Dealing with Concerns

Parents are encouraged to share any concerns they have at the earliest possible opportunity. In the first instance parents should speak to the Course Director/ISS Coordinator.

Parents will also be encouraged to discuss concerns with other key professionals supporting their child. This might be an educational psychologist or other external professional.

Disability Access Arrangements

In compliance with the duties set out in the Equalities Act 2010 the Summer School has an accessibility plan which outlines the actions we will take over time to increase the accessibility of pupils.

This includes actions to:

- increase participation in the curriculum;
- make improvements in the environment to enable pupils with disabilities to benefit from all school facilities and extracurricular opportunities wherever possible; and
- improve access to a range of information.

Review

The Summer School will review this policy on an annual basis to ensure the Summer School meets the needs of those pupils with SEND.

Appendix 1: - Support Plan flow diagram

SEND Support

