



**Our mission statement:**

St Mary's School is a welcoming Catholic community, a place where we come to pray, learn, love and enjoy. We are a diverse community, with children with other religious faiths and some whose first language is not English. We encourage responsibility, creativity, collaboration and independence in all of our children, whilst understanding that some children may find aspects of their learning difficult.

**What should I do if I think my child may need extra support?**

We value the parent-school relationship as key to your child's education. No-one knows your child better than you, so please feel free to talk to your child's pre-school key worker or class teacher once they join St Mary's. There is also an Inclusion Manager responsible for all children with special educational needs at the school.

**How does the school know if my child needs extra help?**

Information from your child's pre-school or previous school.

Home visit by class teacher prior to starting school

Class teacher visit to feeder pre-school to observe your child and speak to their key worker

Information from other professionals who have worked with your child, for example a speech and language therapist or consultant paediatrician.

Once in school, checking your child's progress and development regularly, identifying areas of difficulty, and comparing achievements to that of children of a similar age.

If we have concerns we may ask your permission to contact other professionals to give advice and support.

**How will school staff support my child?**

Your child's needs will be met within the class supported by high quality teaching, which is planned to facilitate all children's learning and progression. All children will be given appropriate tasks and materials.

- The progress of all children is reviewed on a regular basis.
- The class teacher will discuss your child's needs with the Inclusion Manager, and they will decide upon interventions to put in place to provide support. These interventions will be reviewed regularly, and renewed or changed as appropriate.
- Where necessary the school may wish to ask for support from outside agencies, which will be discussed with you and a referral made with your permission.
- There is a designated SEN Governor who liaises with the Inclusion Manager regularly.
- Learning targets are given regularly throughout the year, which are reviewed in order to provide personalised learning.
- Children work in a variety of groupings for example, small supported groups, one to one with an adult, mixed ability and similar ability groups.

**How will both you and I know how my child is doing and how will you help me to support my child's/young person's learning?**

- Regular parents' evenings to review progress.
- Opportunity to meet Inclusion Manager
- Open door policy with teacher/ Inclusion Manager /Head.
- Annual report from class teacher.
- Reports from outside agencies shared/discussed as appropriate.
- SEN review meetings for school based plans/support for parents.
- Parent opportunities to develop understanding of the curriculum.

## **What support will there be for my child's overall well-being?**

Support we can provide in school may include:

- pupil voice (questionnaire to ascertain your child's opinions about school life)
- nurture groups
- social skills and friendship groups
- behaviour programmes, including rewards and sanctions.

The class teacher has overall responsibility for the overall well-being of every child in their class. If you have any worries speak to the class teacher first. If further support is needed the class-teacher will speak to, or put you in contact with, the Inclusion Manager.

## **What specialist services and expertise are available at or accessed by the school?**

Many of our staff have had training in the following areas: Speech and Language; Dyslexia; Autistic Spectrum Disorder; Emotional, Behavioural and Social Difficulties; Attention Deficit Hyperactivity Disorder; sensory needs; and motor skills.

We may access support from outside agencies, for example, Educational Psychology Service, Speech and Language Therapy, the School Nurse, the Autistic Spectrum Disorder service, the Early Years Service, East Sussex Behaviour and Attendance Service, Occupational Therapy Department, Child and Adolescent Mental Health Service, counselling services, Service for Children with Sensory Needs Service, Children's Services, and the Traveller and English as an Additional Language Service.

## **How accessible is the school environment?**

We have an accessibility plan which is available. The school site is largely wheelchair accessible, although there are steps within the school, we work to overcome these obstacles. We have disabled toilets that are large enough to accommodate changing and suitable for wheelchair users.

Visual timetables are used in all classrooms, as well as labelled resources, to facilitate children who need this support.

## **How will the school prepare and support my child to join the school, transfer to a new school or the next stage of education and life?**

- Induction events take place during the summer term for all children who are joining the foundation stage in September.
- Close liaison between Inclusion Manager, teachers in Early Years, Key Stage 3 and dual placement settings.
- This may involve multi-agency meetings to support the transition
- Good transfer of all SEN information
- Previous schools contacted for information sharing
- Flexible entry to Early Years Foundation Stage class in Reception
- Transition to new class facilitated by sessions during the summer term with new class teachers and environment.
- Transition sessions for Year 6 pupils during the summer term or earlier if necessary.
- New school are invited to attend any reviews prior to transition.

## **How are parents involved in the school? How can I be involved?**

All parents are actively encouraged to take part in the school community. This may include for example, assemblies, workshops, sharing any skills and school visits.

## **Who can I contact for further information?**

Please feel free to contact the Class teacher, the Inclusion Manager, the Head teacher or look on the School website. If you have a question, want to look around or to discuss your child's needs, please do not hesitate to contact us.

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