



**SEN and Disability**

**Local Offer:**

**School Name: West End Primary  
School**

**School Number: 01052**

School/Academy Name and Address	West End Primary School, Chatsworth Road, Morecambe, Lancashire		Telephone Number	01524 411227
			Website Address	<a href="http://www.westend.lancs.sch.uk">www.westend.lancs.sch.uk</a>
Does the school specialise in meeting the needs of children with a particular type of SEN?	No	Yes	If yes, please give details:	
	NO			
What age range of pupils does the school cater for?	4 - 11			
Name and contact details of your school's SENDCO	Miss Helen Lavelle 01524 411227 e-mail - <a href="mailto:hlavelle@westend.lancs.sch.uk">hlavelle@westend.lancs.sch.uk</a>			
Name of Person/Job Title	Mrs Sharon Cliff Head teacher			
Contact telephone number	01524 411227	Email	<a href="mailto:head@westend.lancs.sch.uk">head@westend.lancs.sch.uk</a>	

Please give the URL for the direct link to your school's Local Offer	01052 8882029		
Name	West End Primary School Chatsworth Road, Morecambe, Lancs	Date	9/9/2022

## Accessibility and Inclusion

The school is fully wheelchair accessible. All doorways and entrances to the school are on a single level and wide enough to accommodate a wheelchair if necessary. There are no accessible parking spaces available for the public or disabled persons. Furniture is modern and of a suitable height appropriate to the age group of children being taught in that classroom.

The school makes contact with parents of children with SEND at least once a term. Parents are offered an appointment to meet with the teacher and SENDCo to discuss Pupil Plans. Information is available on the school website and a community noticeboard in addition to regular newsletters. The SENDCo is available to support parents and they can make an appointment at the office.

The school has a range of ICT programmes for pupils with SEN in addition to IPADs, headphones, computers and iboards Interactive whiteboards are installed in every classroom.

All learners are supported by pictorial cues and signs. Examples of this are the visual timetables which are used in all classes and the Emotions Boards that children use to show how they are feeling.

The school hall and two classrooms have the hearing loop.

## Teaching and Learning

Early identification of Special Educational Needs (SEN) is vital. The school use a variety of methods to identify SEN and involve outside agencies to help advise on the provision of intervention strategies when appropriate.

The class teacher or SENDCo inform the parents at the earliest opportunity to alert them to concerns and enlist their active help and participation.

The senior leaders, class teacher and the SENDCo assess and monitor the children's progress in line with existing school practices.

The SENDCo and class teacher work closely with parents to plan an appropriate programme of intervention and support.

The assessment of children reflects their participation in the whole curriculum of the school, as far as possible. The class teacher and the SENDCo can break down the assessment into smaller steps in order to identify and aid progress and provide detailed and accurate indicators.

Children may be screened for dyslexia and dyscalculia and assessed by Specialist Support Teacher m. Each class is supported by at least one Teaching Assistant.

In the case of children with Hearing Impairment, Visual Impairment or medical needs specialist support, equipment and training is provided by IDSS, NHs (Diabetes Nurse etc).

Staff have received paediatric first Aid training. In addition, all of the teaching assistants receive weekly training. They have successfully completed the 'I Matter' and ACE Awareness training. Our teaching assistants have had a wide variety of training e.g. Kidsafe, Autism Project and EAL as well as experience working with children with dyslexia, Asperger syndrome, MLD, EBD, ADHD and dyscalculia.

The SENDCo holds the Award for Special Educational Needs Coordination. The SENDCo and Learning Mentor are Mental Health Champions and the SENDCo is trained in Mental Health First Aid.

The SEND provision map records the type of intervention a pupil is receiving. It also includes the duration of the intervention and the success achieved.

## **Reviewing and Evaluating Outcomes**

Parents of children with SEND are invited into school to review their child's pupil plan. Children also contribute to their plan and comment on how they are going to achieve their target. Parents are given advice on how they may support their child at home and have the opportunity to ask questions or raise concerns.

Parents contribute and take part in Annual Reviews of Education Health and Care Plans and receive copies of all relevant paperwork concerning their child. Pupils are also asked to make a contribution to the plan. Pupil Plans are produced termly or half termly depending on the circumstance and the school operates an Open Door policy with regards to any concerns a parent may have.

Pupils' progress is monitored half termly and Improving Achievement meetings take place every term at which additional provision is discussed.

## **Keeping Children Safe**

The Head Teacher carries out Risk Assessments where necessary.

At the end of the school day children are released to adults, subject to safeguarding procedures having been carried out. If required, a handover is carried out by the teaching assistant or class teacher to the appropriate parent/carer.

The head teacher supervises each lunch break in addition to lunchtime support staff who also supervise children in the MUGA and play areas at playtimes and lunch times. Children who struggle to manage outside at break time can also access Nurture in the Sunshine Suite during break times.

Teaching assistant support is available in every class but some classes have additional adult support depending on the needs within the class.

Parents can access the Policies for school, including the Anti-Bullying Policy on the school website.

All school trips are processed through EVOLVE and risk assessments are attached to forms, checked by EVC and delivered by group leaders/responsible staff.

School policy on safeguarding is clear. It is inclusive and comprehensive and specifies additional requirements for SEND students.

Our behaviour policy emphasises the importance of all staff listening to children and responding appropriately. Staff at West End Primary are ACE aware. The school also run programmes provided by the 'NSPCC' which develops children's knowledge on issues such as bullying and internet safety. Parents can access the Anti-Bullying Policy on the school website.

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

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. Care plans are passed on to the relevant Class Teacher and the master copy is kept in SEN 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.

The SENDCo and Learning Mentor are Mental Health Champions. Both are available to support parents and children. All staff are ACE aware. Emotions boards are used for pupils to show how they are feeling and provide staff with an indicator of pupils who are in need of additional support.

Children with health conditions such as Diabetes are made known to all staff and procedures are in place to support the health needs of these children. Staff receive regular training from the appropriate NHS providers.

All children are provided with bagels for breakfast before school each morning. The school is open at 8.45 prior to lessons starting at 8.45 to allow children to have a calm start to the school day.

Speech and Language therapists and Hearing and Visual Impairment teachers support learners with in the school where appropriate. Hearing Aid checks take place in school at regular intervals.

### **Communication with Parents**

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 3 parent evenings a year to provide opportunities for parents to discuss

the progress of their child. Three additional meetings are provided for children with SEND. A parent questionnaire is also provided for parents to record their views and suggestions. If at times there are concerns, the class teachers will arrange appointments for extra parent meetings.

The SENDCo and Learning Mentor are available to support parents with any concerns they may have.

Facebook is used to show parents events that have taken place in school.

### **Working Together**

There is a School Council for pupils to contribute their own views.

Parents can have their say about their child in Parent Evenings, Annual Reviews and Pupil Plan reviews. Our parents also participate in the annual county questionnaire

Elections to the Governing Body are held in the event a vacancy arises.

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

All staff have had the 'I MATTER' and ACE Awareness training.

The learning mentor offers help and support for families. Families can access CAHMS, the school nurse, the school doctor, social services and social workers via the Learning Mentor.

There is a Community Notice board which contains additional information of upcoming events or general useful information.

The school has a weekly news sheet to keep parents informed about up and coming events, this is always up dated and available on the school website.

The school has recently held an E-Safety Workshop, as part of the Kidsafe programme, for parents and pupils to attend.

Children and their families in the EYFS have access to the Best Start programme.

### **Transition to Secondary School**

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. During these meetings they spend time with the class teacher discussing the children and also spend time with the children.

Where appropriate extra visits are arranged for the child to visit the high school. The school SENDCO also arranges to meet the SENDCO from the high school where required. Pupil profiles are sent to the next school identifying the area of need, support previously received and how best to support the child. These are completed with the child.

The Designated Safeguarding Leader for Child Protection will contact the Secondary DSLs where necessary.

### **Extra Curricular Activities**

West End has a daily Breakfast Club and After School Club which are available to all pupils. Pupils can take part in a range of after school clubs including sports and arts clubs. These are all free of charge and organised by staff in school. The Clubs are available to all the pupils (places are limited to set group sizes) in the designated age range assigned to that activity.

On the School Newsletter and Facebook Page we promote any groups / events running in the local area after school and in holiday time.

<https://www.lancashire.gov.uk/children-education-families/special-educational-needs-and-disabilities/>