

Mainstream Schools Local SEND Offer Form

This document contains the following sections:

- Background
- The role of schools
- Guidance Notes to completing the form
- Your Local SEND Offer

Background

The Draft Special Educational Needs Code of Practice stipulates that all early years and education providers are responsible for meeting the special educational needs of children and young people, and must publish information on all policies, services and facilities in place to assist them. The Informed Families section of the [FiND website](#) is where Redbridge's full Local SEND Offer will be made available. The purpose of this proforma is to ensure a consistent approach for the writing and publishing of school's Local SEND Offers and to make them more accessible to families and practitioners working with them.

The role of schools

All schools in Redbridge will welcome children with special educational needs and/or disabilities (SEND) by:

- Delivering high quality teaching to enable all children to make the best possible progress
- Developing a partnership approach with parents and carers of children with SEND
- Designating a member of the teaching staff as the Special Educational Needs Co-ordinator (SENDCo.) and a member of the governing body with responsibility for SEND
- Participating in the process of identifying, assessing and meeting children's needs.

In addition to the universally accessible services (also available on the [FiND website](#)); schools will consult with a range of specialist support services to assist them in meeting children's needs. This may include referrals to the following services – click on each one for more information.

Name of service	Ages	Name of service	Ages
Educational Psychology Service (EPS)	0 to 19	Early Years Advisory and Support Service (EYASS)	3 to 5
Children With Disabilities Team (CWDT)	0 to 19	Pre-school Liaison Group (PSLG)	3 to 5
Child Protection Assessment Team (CPAT)	0 to 19	Hatton Outreach Support Service	3 to 11
Special Education Resource Centre (SERC)	0 to 19	Newbridge Outreach Service	2 to 19
Redbridge Child Development Centre	0 to 19	Joseph Clarke Service for Visually Impaired	2 to 19
Speech and Language Therapy Service (NELFT)	0 to 19	Roding Outreach Service for Deaf & Hearing Impaired	5 to 11
Occupational Therapy Service (NELFT)	0 to 19	School Nursing Service (NELFT)	5 to 19
Physiotherapy Service (NELFT)	0 to 19	New Rush Hall Outreach Service	6 to 16
CAMHS (NELFT)	0 to 19	Little Heath Specialist Support Service	11 to 19
Churchfields Language Facility Outreach Service	3 to 4	Connexions (for young people with disabilities)	13 to 25

Guidance notes on completing the form

Notes about the form

Throughout this document:

SEND is used to describe children and young people's special educational needs and/or disabilities

Pupil(s) is used to describe children and young people

How to complete the form

The form is designed to be completed electronically where freetext boxes will expand according to content. Where applicable please use an 'X' to denote a tick.

What happens to your information?

All relevant information from your completed proforma will be published on the [FiND website](#) to enable families and practitioners to view them. An example of how this will look has been provided [here](#). By emailing the completed form you are verifying your agreement that:

- a) your Local SEND Offer can be published on the FiND website
- b) all information supplied is accurate and up to date

How is your information maintained?

All content on the FiND website is annually reviewed and the responsibility for keeping it up to date lies ultimately with the school or setting. We will send annual emails to request updates and any major changes to your SEND Offer should be communicated to FiND as soon as possible. Please note that all pages on the FiND website can be updated instantly.

Where do I send this form back to?

Please email your setting's completed proforma to informedfamilies@redbridge.gov.uk or contact the Informed Families Officer on 0800 587 7500 / 020 8708 9180.



Your Local SEND Offer

All relevant information from your completed proforma will be published on the [FiND website](#) to enable families and practitioners to view them. An example of how this will look has been provided [here](#). By emailing the completed form you are verifying your agreement that:

- a) your Local SEND Offer can be published on the FiND website
- b) all information supplied is accurate and up to date

Name of school	Redbridge Primary School
Name of person completing the form	Miss Harveen Heer
Role of person completing the form	Assistant Head/ SENDCo
Date completed	04.10.2022

The following information will be made available to families, children, young people and practitioners, via the [FiND website](#).

1 An overview of the school

Give an overview of the school, including information such as size of school, statement of ethos; whether the school has a special unit/resource for a particular type of SEND.

Redbridge Primary School is a four form entry school which is fully inclusive to all children. It has a small provision for children with Autism called the Liverpool Street classroom that children attend during some parts of the day to undertake their interventions which are delivered by LSA's to support them with social skills, gross and fine motor skills and language skills. Some children also access English and Maths sessions here. The rationale behind this is to enhance mainstream provision. All children with SEND are always included in all aspects of wider school life such as trips, sports days and concerts. They are also a part of the wider school life by being represented in Pupil Advocates, Play Leaders etc.

Our school values are: friendship, respect, positivity, resilience and honesty.

Classrooms across the school are colourful, stimulating and conducive to both work and play and encourage children to become curious and interested in their learning.

2 Identifying pupil's additional needs

How will the school know if a pupil needs additional help and how do they keep parents informed, e.g. regarding assessments?

The achievement of every child is tracked using a robust tracking system regularly to ensure each child achieves their potential. Any child who is not making progress is identified and parents are informed. Support may then be put into place to support and closely monitor the child's progress. Regular review meetings will take place at every stage to ensure parents are informed and included.

3 Dedicated contacts at the school

Who should parents/carers contact if they have any questions or concerns about their pupil's SEND, e.g. class or form teacher, SENDCo, Parent Support Adviser etc.?

Parents or carers should initially contact the class teacher to discuss any concerns and find out what support their child is receiving.
 If parents are still concerned they should contact the Assistant Head/SENCo via the school telephone number or email address (on the school website).

4 Involving pupils and parents/carers in planning support

How does the school involve pupils and parents/carers in planning to meet SEND and in general school life? Add supplementary information in the notes box

x	Planning and review meetings	x	Individual pupil/teacher conversations
x	Advice on how to support learning at home		
x	Regular contact between home and school, e.g. home/school book, email or text.		
x	Other, please specify	Informal drop in sessions, class talks, open evenings. Consultation groups, workshops and training sessions.	
Additional notes			

5 Range of support available to pupils with SEND

x	Curriculum adaptations/differentiation	x	groupings of pupils
x	Specific teaching interventions	x	specific individual support
x	Support for behaviour	x	specialist teaching groups
x	Support for health needs	x	support for communication needs/assistive technologies
x	Other, please specify	Small therapy groups, access to Sensory Room/experiences, referral for additional support/services where needed.	
Additional notes			

6 Measuring pupils' progress

How will the school know how well pupils with SEND are doing and how will they inform parents/carers about this?

The progress of pupils with SEND using the school tracking system. Termly review meetings are held to update parents and carers. These are attended by the class teacher and/or LSA. Targets are reviewed and updated with the help of parents or carers. The school also reports on progress and attainment through the Annual Reports in the Spring term.

7 Support and training for school staff

Have any staff received specialist training in SEND? How are school staff supported to work with pupils with SEND? Please include details of training undertaken within the last 12 months and numbers of staff that attended.

The Assistant Head/ SENDCo is a qualified teacher and also holds the National Senco Award which is a professional qualification in SEND.

Spring 2020- SALT training delivered by a Speech and Language therapist to Reception and Key stage 1 staff



Spring 2020- Promoting independence in children with Autism
Autumn 2020- Training for all teaching staff on Quality First Teaching
Spring 2022- Positive handling for some of our support staff team
Spring 2022- First Aid training for some our support staff team

8 Accessibility of the school

How is the school accessible to pupils with SEND, e.g. fully/partly accessible, facilities for personal care, specialist teaching areas?

The school is fully accessible both inside and outside. There is a lift on site to enable entry to the Year 6 classrooms. There are handrails on either side of all staircases. We ensure that equipment used is accessible to children regardless of their needs. There is an accessible toilet within the Key Stage 1 section of the building which also has a shower and the Key Stage 2 section also has an accessible toilet.

9 Inclusion

How does the school ensure that pupils with SEND are included in all activities at school, after school clubs and on school trips, e.g. risk assessments, provision of additional support, planning with parents?

Redbridge Primary School actively encourages children with SEND to attend extra-curricular activities and represent the school in whole school competitions. All children with SEND are involved in school trips alongside their peers and we encourage parents to attend too. A risk assessment is carried out prior to the trip to highlight any specific needs and what steps will be taken to mitigate the risks to ensure the safety of all children.

10 Transitions - starting or changing schools

How will the school support pupils with SEND to change classes and/or move on to a new school when they reach the appropriate stage(s)?

We recognise that transitions can be difficult for a child with SEND and take vital steps to ensure that any transition is as smooth as possible.

If your child is moving to another school:

We will contact the school SENDCo and ensure he/she knows about any special provision that has been put in place for your child. All records about your child are passed on to the new school as soon as possible.

When moving classes in school:

Information will be handed over to the new class teacher in advance. A planning meeting will take place with the new teacher. All IEP's and information will be shared with the new teacher.

In Year 6:

Where possible your child will visit their new school on several occasions and in some cases staff from the new school will visit your child in this school. They will also attend the Primary Transition Day with their peers. Meetings will be arranged with the relevant staff to discuss the specific needs of the child. Some of our vulnerable students may require additional transition sessions which are run by the Local Authority.

11 Support and training for parents/carers

What support and training within the school is available to parents and carers?

x	Parent learning/support groups	x	Medical Lead
x	Coffee mornings with parents		Other, please specify

Additional notes



12 Further information for parents/carers, pupils and practitioners

Where can further information on services available be found, e.g. school website?

For further information look at the Informed Families website,
<http://find.redbridge.gov.uk/kb5/redbridge/fsd/site.page?id=alumQEadr8Q>

Where do I send this form back to?

Please email your school's completed proforma to informedfamilies@redbridge.gov.uk or contact the Informed Families Officer on 0800 587 7500 / 020 8708 9180.