



**Striving together for excellence and enjoyment**

## Pirton School SEND Information Report: 2024\2025 Academic Year

Pirton School is a small village school where staff work in partnership with parents/carers to provide for the individual needs of pupils with SEND to ensure progress and success for all our children.

A pupil has special educational needs when their learning calls for provision which is different from or additional to that which is normally available to pupils of the same age. High quality teaching occurs in all our classes at Pirton and when special educational provision is needed for a particular child or children, this is provided in addition to the high quality teaching on offer. It may include providing additional support within school or may need the involvement of specialist staff or other resources. All our teachers take the needs of their class into account when planning and delivering the curriculum and this includes children with special educational needs and disabilities.

For children with Special Educational Needs and Disabilities, our aims are as follows:

- To create an environment that meets the needs of all children
- To enable access for all children to the school curriculum
- To identify, assess and provide the correct provision and review this as necessary
- To be clear about the roles and responsibilities of all staff in providing for children's needs
- To communicate clearly with parents, children and all partners involved
- To involve parents in the decision-making process and ensure their children have a voice

Pirton School is part of a group of schools that form the North Hertfordshire for Developing Specialist Provision Locally (DSPL1). This group provides invaluable support and information on services on offer for the group.

Mrs Lucy Bailey is the Special Educational Needs Co-ordinator at Pirton School. She took over the SENCO role in September 2023 and is completing the National Award for Special Educational Needs Co-ordination (NASENCO) alongside the role.

This information report should be read in conjunction with our SEND policy which is also available on the school website.

1. What kinds of special educational needs are provided for at Pirton School?

The Special Educational Needs and Disability Code of Practice refers to special educational needs under the following four main areas:

- Communication and Interaction
- Cognition and Learning
- Social Emotional and Mental Health
- Sensory and/or Physical Needs

All four areas are provided for at Pirton School. Please see the school's SEND policy for further information on these areas.

2. How does Pirton School know if children/young people need extra help?

There are a number of ways in which teachers draw the conclusion that a child may have special educational needs. These include:

- Concerns raised by parents/carers, teachers or the child. At Pirton we encourage close communication and good relationships with parents and would alert parents of any concerns at the earliest opportunity. We would equally encourage parents to raise any concerns themselves – in the first instance, with their child's class teacher.
- Liaison with child's pre-school, nursery or previous setting regarding any previous concerns and additional support already in place.
- Limited progress being made and outcomes being below age expected levels
- Ongoing monitoring and evaluation by class teachers to assess whether additional provision is needed over and above what would usually be in place for children of the same age.
- Liaison with external specialists or advisory teachers who can provide additional support and advice

At Pirton, we believe early intervention is important when working to meet a special educational need. The class teacher is the initial point of contact if parents have any concerns. The teachers will liaise with the Special Educational Needs Co-ordinator (SENCO) who may arrange a meeting to share information further.

3. What is the school's approach to teaching children with SEND?

There are a number of ways in which school staff may support your child and it is important to us that a child with a special educational need is able to share the same experiences as their peers. The selected provision and/or adjustments very much depend on the perceived or identified need and the level of that need. Examples of support include:

- Small group work or focus group within class and/or withdrawn from class, supported by a Teaching Assistant.
- Individual support from a Teaching Assistant within class and/or withdrawn from class.
- Adapted learning or recording within the class as directed by the class teacher.
- Resources and equipment as additional support to enable visual or kinaesthetic learning.

- Pre-learning and/or over-learning a new concept with an adult.
- Buddy support from within the child's peer group or an adult.
- Additional adult supervision/guidance throughout the day – from a distance or more overtly present.
- Seeking expert advice and intervention from an external professional in the specific area of need (sought with parental consent).

#### 4. How does the school consult with parents of children with SEND and share information?

At Pirton School, we endeavour to have open, honest and frequent communication with all parents. We work in partnership with our parents as you know your children best. You know their strengths and their difficulties. Parents, teachers and children can raise concerns at any time and help identify if there are potential areas of need.

We work closely with you to ensure that we put the right support in place so your children are happy and can learn and reach their full potential. We seek advice from external specialists if needed and a collective decision will then be made based on professional knowledge and experience as to the most suitable provision to put in place. The following are examples of how we share dialogue with parents of children with special educational needs:

- Meet the teacher events in the Autumn term.
- Formal Parent Consultation Evenings in the Autumn and Spring Term.
- The Annual report to parents which is issued in July.
- A learning plan is put in place as part of our Assess, Plan, Do, Review system which is shared and agreed with parents and child where appropriate, each term. This plan details any provision that has been agreed and any progress or ongoing difficulties are discussed at each review meeting before the plan is reviewed and updated where necessary.
- A yearly review meeting for any pupils with an Education Health Care Plan (EHCP), as well as interim meetings/discussions where required.
- Email/written/phone communication with parents as needed.
- Formal meetings as requested by school staff and/or parents.
- Informal meetings/conversations as instigated by school staff and/or parents.
- Copies of all paperwork held by the school are sent home for parents to retain their own copy.
- Parents are invited to all meetings held with external professionals about their child.
- Consent is sought from parents before discussing a child with any external professional.
- Reporting from any formal assessments, such as Phonics Screening and SATs.

#### 5. How will Pirton school help parents to support their child's learning?

As a school, we hold a parent information sessions throughout the year with the specific intention to help parents in supporting their child's learning. The following is also available for parents of children with special educational needs:

- Parent views sought during the termly Assess, Plan, Do, Review meeting to discuss ways to support your child at home.
- Parents are always invited to meet any external professional that may be working with their child. Through these meetings, tips on how to help at home are covered along with parental views being sought.

- Coffee and Chat sessions for parents are held at least termly. This provides an opportunity for parents to meet informally together with a member of SLT, share tips and concerns and to hear about specific areas of interest to them.
- Specific SEND Coffee and Chat sessions are offered each term for parents of children with SEND to share thoughts, ask questions and receive updates on any new information/initiatives within this area.
- Parents are always welcomed and encouraged to come and talk with the class teacher and / or Special Educational Needs Co-ordinator (SENCO) – we offer this as a support for our families as well as an information sharing process.
- Signposting to training courses for parents on a wide range of needs.

6. How will the learning and development provision be matched to my child's needs and how are adaptations made to the curriculum and learning environment?

Careful consideration to the nature of special education need and area of difficulty is given when selecting the most suitable intervention for a child. This may include a discussion with parents or other professionals to ensure that the most suitable provision is chosen. This provision is then evaluated after a given period of time to establish the impact it is having and then tailored or changed if necessary. The needs of all pupils will be taken into account when planning activities. Where appropriate, adjustments will be made to plans and parents' views will be sought as to the best arrangements for individual children.

7. How will my child be included in activities with children who do not have SEND, including learning outside the classroom and school trips?

At Pirton School, we encourage full participation in all aspects of school life by all children. The needs of all pupils will be taken into account when planning all activities, including school trips and other activities taking place outside the classroom. Close communication with parents enables us to work together and parents will be involved in developing plans. Where appropriate, adjustments will be made to plans, parents' views will be sought as to the best arrangements for individual children, and may be invited to join a trip to offer further support. Staff at the site of the visit will be informed of needs and asked to make adjustments as necessary. Staffing will be organised according to levels of need and any necessary equipment will be taken.

8. How accessible is the school environment?

Pirton School is an adapted Victorian building and does have a couple of low single steps and some slightly narrower doors. However, the nature of the building is such that access to all public areas of the school is possible by all. Should there be a need to make the building more accessible for people with a disability, the school would need to seek advice from Hertfordshire County Council. If parents wish to see the Accessibility Plan, they should contact the school office.

9. What support will there be for my child's overall wellbeing?

We are always mindful of the wellbeing of the children at Pirton School. Being a small school, we get to know the children very well and have close working relationships with the families.

This enables us to be watchful for any low self-esteem, anxiety, stresses, emotional or mental health needs where additional support may be beneficial.

There are a range of support systems that could be implemented where there are concerns about a child's wellbeing. These include:

- Therapeutic approach as outlined in the school's behaviour policy
- Adult awareness of potential triggers
- Check-in time with a school adult
- Peer support – informal and formal
- Informing all staff for watchfulness across the school
- Informal / formal support from school-based staff
- Support such as mentoring from an external professional
- Support from NESSie
- DSPL1 Family Support Worker
- Signposting to parent training and support from outside agencies
- Individual risk assessments for particular needs
- Zones of Regulation intervention where required.

10. What training have the staff, supporting children and young people with SEND had or are having?

Each class is taught by a qualified teacher and supported by a Teaching Assistant. Through Hertfordshire County Council and other providers, we are able to access a wide range of training for our staff in order for them to be as fully informed as possible and for them to develop a wide range of strategies in order to be prepared to meet the needs of all our children.

Further training is also provided for staff through the following means:

- Working alongside an external professional for a specific child and need
- Specific training on a bespoke/new intervention
- Observing the delivery of an intervention by an external professional
- Shared practice within school following attendance at training
- Additional mentoring support with the SENCO
- Whole school staff training through INSET or staff meeting time.

11. What specialist services and expertise are available at or accessed by the school?

There are a wide range of specialist services and expert professionals that we may access for a child depending on their specific need. These include:

- Specialist Advisory Teams
- Education Psychologist
- Hearing Impairment Team
- Visual Impairment Team
- Speech and Language Therapist
- Trained counsellors / mentors

- Occupational Therapists
- Specific resources/equipment
- Family Support Workers
- NESSie
- School Nurse/ GPs
- Woolgrove School Outreach services
- Hitchin Primary Outreach Support Service

12. 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?

When a child joins Pirton School, we actively encourage 'taster visits' prior to the actual start date. This enables the child to get a feel about the school and gradually build up their understanding and experience to ease the transition process. If a child leaves Pirton School, other than transition to secondary school, then we would authorise absences to allow the child to have taster sessions at their new school.

As children progress through the school, our provision and expectations increase in order to prepare the children for transition to secondary school. The Year 6 teacher and SENCo have a number of transition discussions with the secondary school staff to share social, emotional and academic details to ensure the transition is as smooth as possible.

There are also a number of information sessions for parents held throughout the year. The secondary schools also arrange visits to primary schools in the summer term to meet their new pupils and give the children an opportunity to ask questions. A transition day is held in July for the Year 6 pupils to have a 'taster visit' in their new school.

For those children that may need additional support, a transition plan is implemented. This facilitates close liaison between Pirton School and the new secondary school and enables more frequent visits prior to the end of the summer term. The secondary schools in Hitchin also run summer provision for vulnerable children. We encourage parents of SEND pupils to attend secondary school information sessions and visits in the autumn term to discuss their child's individual needs with secondary school staff.

13. How are the school's resources allocated and matched to children's special educational needs?

At Pirton School, we believe that the best resource we can offer children is adult-led support and intervention. Therefore, the majority of our resources have been invested in adults. Each class has the equivalent of a full time class teacher and a teaching assistant. In addition to this, professional knowledge will be used to support the purchase of additional resources that may be used by an individual child or a group of children, based on an evaluation of need. This would then be discussed with parents and detailed on the child's Assess, Plan, Do, Review form.

Pirton School also works closely with other schools in the Hitchin area through the Hitchin Partnership. Through this collaboration, we are also able to access a wider source of resources and training. At Pirton School, we place high value on professional development for staff to

ensure that they are as well trained as possible in order to deliver a high quality provision and have a deeper understanding of the needs of each individual.

14. How is the decision made about how much support my child will receive?

This decision is ultimately made by the Special Educational Needs Co-ordinator and the Head teacher through discussion and collaboration with the class teacher, parents and where appropriate, external professionals. The balance between adult support and the development of the child's independent learning skills will always be a consideration. We have a graduated person centred approach to SEND with the child and parents being at the heart of the process. Everyone works as a team to ensure that all our children develop to their full potential.

15. How can I find out about the local authority's local offer of services and provision for children and young people with special educational needs and disabilities?

Provision for children and young people with special educational needs and disabilities across North Herts can be found by contacting Mrs Lucy Bailey, SENCO at Pirton School, or Emma Russell as Delivery Manager for North Herts Developing Specialist Provision Locally (DSPL) at [dspl1manager@wransom.herts.sch.uk](mailto:dspl1manager@wransom.herts.sch.uk). Regular updates on local services will be updated to the school's website on a weekly basis so parents can access further information themselves.

DSPL is a Hertfordshire-wide partnership approach where parents, staff in early years settings and schools, further education colleges, local authority officers and representatives from other agencies, work together as part of an Area Group, reviewing and developing the range of provision and support services available to their local community that:

- Meets the needs of children and young people with special educational needs and/or disabilities (SEND), aged 0-25, as close to home as possible.
- Improves outcomes for wellbeing and attainment
- Widens choice for children and parents/carers
- Removes barriers to learning
- Uses resources more effectively

There are nine DSPL Area Groups across the county that meet regularly to discuss what services are available and to influence how services are shaped and developed to ensure the children and young people with SEND in their area receive the right support in their educational activities. More information on DSPL can be found at:

<https://www.hertfordshire.gov.uk/microsites/local-offer/education-support/delivering-special-provision-locally-dspl.aspx>

More information can be found about the Hertfordshire Local offer at:

<https://www.hertfordshire.gov.uk/.../local-offer/the-hertfordshire-local-offer.aspx>

16. How do we cater for the needs of children with Autism

- Our 'School Autism Lead' is Lucy Bailey. This is your initial point of contact if you need information about autism support and services available.
- All staff will be made aware of each child's strengths, interests and needs and staff will be updated regularly during staff meetings.

- We have a child-centred approach. Each child will have an up to date learning plan which will be reviewed each term in consultation with parents/carers and the child.
- Staff are trained by the Autism Team and the DSPL to ensure that everyone who comes into contact with your child has a greater understanding of their individual needs.
- We ensure that there is a positive 'Transition Pathway' that will support transitions within the school and when your child moves on to their next school.
- We ensure that we have strong parental partnerships so that any change in your child's circumstances are quickly responded to and needs are met. This relies on open parental communication.
- We endeavour to listen to your child's views, we take into consideration that children have different ways of communicating and we will need appropriate strategies to support them.
- For further information, please visit <https://www.autismeducationtrust.org.uk/>

#### 17. What should I do if I have a complaint?

If you feel that the school's offer is not being delivered or is not meeting your child's needs, your first point of contact should be the class teacher to share your concerns. You may also consider contacting the SENCO or the Headteacher. Please also read our SEND policy and Complaints Policy – both of which can be found on the school website.

#### 18. Who can I contact for further information?

The first point of contact for a parent would be their child's class teacher. Parents are also encouraged to speak with the SENCO. Contact with the SENCO, Mrs Lucy Bailey, can be made in person, via the School Office, by email: [SENCO@pirton.herts.sch.uk](mailto:SENCO@pirton.herts.sch.uk), or telephone 01462 712370. Parents are encouraged to talk to a member of staff informally, or to make an appointment with the chosen member of staff for a more substantial meeting. Mrs Bailey's official working day is Friday but she is sometimes available in school at other times.