

SEND Support

How do I raise my concerns if I feel my child has Special Educational Needs?

Raise your concern with the SENDCo

▶ **HOW?** ▶

Via email senco@mce.hlt.academy

Assistant Principal & SENDCo: Graham Reagan

At Manor CE Academy, all SEND concerns will be responded to in a timely manner.

Special Educational Needs: Code of Practice 2015

What is Special Educational Needs (SEND) defined as?

A child has SEND where their learning difficulty or disability calls for special educational provision, namely provision that is different from or additional to that normally available to pupils of the same age.

The different Stages of the SEND Register

All students receive quality first teaching including reasonable adjustments where appropriate.

SEN status (K)

Provision that is different from or additional to that normally available to other children.

EHCP status (E)

Statutory provision - additional, highly-personalised provision and / or interventions.

All SEND related discussions will be noted by the form tutor and those that require further exploration by the SENDCo will be shared by the form tutor using the internal reporting system.

All SEND concerns will be triaged by the form tutor, SENDCo and other relevant parties if appropriate. All referrals will then follow the relevant pathway.

The form tutor will feedback to parents / carers in relation to reasonable adjustments that can be made to support the child via quality first teaching.

The SEND Team will feedback to the parents / carers if further exploration of the raised concern may be required. Permission will be sought at this stage.

The form tutor will continue to monitor the progress of the child and liaise with parents / carers.

The SEND Team will feedback to the parents / carers the outcome of the explorations / assessments.

If limited progress is being made by the child, the form tutor will make a referral to the SENDCo via the internal reporting system.

The SEND Team will discuss with the parents / carers whether the child should be placed on the SEN Register.

Each cycle of Assess Plan Do Review (APDR), as stated in the pathways (above and right), should take between 6-12 weeks.

The SENDCo will complete all relevant paperwork (Passports and Learning Plans) in liaison with parents / carers and class teachers where appropriate.

The SEND Team, class teacher and any adults delivering additional interventions will monitor the child's progress and communicate with parents / carers.



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