

## SPECIAL EDUCATION NEEDS AND DISABILITIES REPORT

### **The Local Offer**

We aim to provide parents with information about how we support children's learning in College. Although we have tried to be comprehensive in our information, please do come and talk to us if you wish to discuss any aspect of our Special Educational Needs and Disabilities (SEND) provision. We adhere to the 2014 SEND Code of Practice:

<https://www.gov.uk/government/publications/send-code-of-practice-0-to-25>

Cambridgeshire publish extensive information about the Local Offer on their website: [Cambridgeshire Online | SEND Information Hub \(Local Offer\)](#)

Further information about Cambridgeshire's SEND provision can be found on the Ordinarily Available Provision Toolkit website: [Primary and Secondary SEND OAP Toolkit \(camblearntogether.co.uk\)](http://camblearntogether.co.uk)

### **The College**

Cottenham Village College is a mainstream secondary school with a resource base run by the Sensory Support Team – the Deaf Support Centre. We are a fully comprehensive, non-selective school recruiting from a number of local primary schools. We have carefully designed procedures in place to identify students who may have special educational needs and work closely with our primary feeder schools to identify students needing additional transition support. In particular, we closely monitor students reading ages, and screen students for our reading catch up programmes early in year 7 – we know how important reading is to enable access to the secondary school curriculum, and work hard to reduce the barriers for our weakest readers.

We believe that all children should be valued as individuals. We have an inclusive ethos with high expectations and targets, a broad and balanced curriculum differentiated to meet individual needs and systems for early identification of barriers to learning and participation. We believe that educational inclusion is about equal opportunities for all learners whatever their age, gender, ethnicity, impairment, attainment and background. We ensure that all children are included in both curricular and extra-curricular activities including educational trips and visits.

Where additional support is needed for children with special educational needs, we employ a range of evidence-based interventions to promote good progress, alongside reasonable adjustments in the classroom to enable access to the full curriculum.

### **The Deaf Support Centre**

The Deaf Support Centre (DSC) is a specialist LA resource base providing support for deaf children from across Cambridgeshire. We provide a holistic approach that delivers a safe and welcoming environment where students are supported in reaching their academic and personal development goals.

We build on the work done by our primary school provision, ensuring that all deaf children develop an effective communication system that will allow them to access information and communicate their thoughts and feelings. The aim is to include deaf children in all aspects of school life by meeting their individual learning and communication needs and promoting deaf awareness across the school.

Deaf students are included in mainstream classes with their hearing peers and are supported by specialist teaching assistants who have been trained to support deaf students and to match the communication mode preferred by the student. To enhance and consolidate learning and achievement, students are provided with specialist sessions for speech and language therapy, language and literacy development and tutorial work. The policy and ethos of inclusion and access for students within the DSC provision reflects the aims and philosophy of the college.

## **How will we know if your child needs extra help?**

We use information from:

- primary school teachers and SENCOs
- Key stage two SATs results
- baseline testing in Year 7 including NRG T reading ages
- discussions with parents/carers
- specialist colleagues
- external agencies
- assessments and interim data
- behaviour data
- subject teachers' and form tutors' feedback
- feedback from pastoral staff
- specialist assessments and screeners available within school (e.g. reading, numeracy, dyslexia screeners)

If it is thought that a family needs support we may:

- recommend a parenting course
- apply for an Early Help Assessment
- Refer to the Cambridgeshire MASH (Multi-Agency Safeguarding Hub)

## **How will you know how your child is doing?**

We will monitor and review your child's progress and report to parents/carers throughout the academic year. Where progress is not in line with expected progress, then we will then consider what additional support is needed.

Astrea Academy Trust and the local Executive Consultative Committee are responsible for checking the progress of different groups within the College and recommending strategies to support and accelerate progress. We welcome the involvement of parents/carers and want to keep you up to date and involved with your child's progress. We do this through:

- Bromcom / My Child At School app
- progress review evenings
- meet the tutor events
- email
- telephone calls
- appointments made with individual teachers
- parent/SENCo 1:1 meetings as required
- formal annual reviews for students with an Education Health Care Plan.
- Assess, Plan, Do, Review reports

The College provides information for parents through:

- The SEND Parent Handbook (available electronically on the website, paper copies available on request)
- Cottenham Village College newsletter
- The College website ([www.astreacottenham.org](http://www.astreacottenham.org))
- The College Facebook page
- Open evenings
- Letters home
- Information evenings (Year 6 and Year 11)
- Options evening (Year 9)
- Individual consultation meetings
- Bromcom / My Child At School app

## **How will we support your child?**

For students on the SEN register, information is shared with teachers via your child's one page profile (1PP), which is updated as needed and is reviewed termly as a minimum. The 1PP includes details of your child's identified special educational needs, strengths, difficulties and strategies to support them at school. All staff have access to all SEN pupils' 1PPs so that they can make reasonable adjustments within school and provide targeted support within lessons. Where a child has an EHCP, this directly informs the strategies recommended to staff working with them in the classroom.

When your child is approaching the start of Key Stage 4, if necessary, we will assess and apply for exam access arrangements according to the Joint Council for Qualifications exam regulations. We have access to a qualified, JCQ approved external assessor to assess students who have been identified by the SENCo as requiring access arrangements for their exams.

## **How will your child be included in activities outside the classroom?**

All children in the College are encouraged to take part in extracurricular activities, and uptake by key groups of students (e.g. SEND or PP) is closely monitored. Day and residential trips are open to all children and your child's specific needs can be discussed if you have any concerns about them joining such a trip.

## **How will we support your child's wellbeing?**

At Cottenham Village College we take our pastoral responsibilities seriously. We pride ourselves on providing a high level of student support and guidance. One way we support our students is by assigning them to a form tutor who will (in most cases) remain with them as they progress up the College. This provides continuity and builds a strong relationship between tutor and students. There are additional members of staff at Cottenham Village College who are able to provide pastoral support.

We also have excellent relationships with a number of outside agencies including:

- Children's Services
- The Police
- The Youth Service
- CAMH
- The Emotional Health and Wellbeing Service

## **Who is our Special Educational Needs Co-ordinator?**

The SEN Co-ordinator is Judith Chipps and she can be contacted via the College office on 01954 288944 or by email at [judith.chipps@astreacottenham.org](mailto:judith.chipps@astreacottenham.org)

## **What SEN training have our staff had?**

We have a SEN Department which is made up of the Special Needs Co-ordinator, an Assistant SENCo, and a small team of TAs. The DSC is made up of a Teacher of the Deaf and a small team of Deaf Specialist TAs.

Our Teaching Assistants provide support to students in class, and also to run our interventions programme, with a focus on reading interventions.

Regular training is provided to all staff by the SENCo, external specialists and experienced teachers to develop whole school understanding of inclusive education, different areas of special educational needs, effective classroom support strategies, and individual student 1PP strategies and reasonable adjustments. Members of the SEND team also access regular training opportunities from the local authority SEND training programme.

As an Academy we can call on support from specialist organisations from within the Astrea SEND team, the Local Authority and health and social care services.

## **How else can you be involved?**

We need you to support us by encouraging your child to fully engage with their learning and any interventions offered by:

- Helping them to be organised for their day (including bringing the right equipment and books)
- Full attendance and good punctuality
- Ensuring good effort on homework
- Attending parents' meetings
- Attending any meetings specifically arranged for your child
- Providing praise and encouragement at home for good effort and progress at school
- Taking frequent opportunities to read with your child and show interest in the books they are reading

### **How can your child contribute?**

Students are encouraged to:

- Choose what to share with staff via their 1PP student voice section
- Discuss their progress with their tutor and/or keyworker regularly
- Attend review meetings
- Contribute to target setting and reviewing as part of the APDR process

### **What should you do if you have concerns?**

In the first instance, you should contact the subject teacher or your child's tutor who may refer your concerns to a more senior member of staff if needed. Alternatively contact Judith Chipps, the College's SENDCo, or book a 1:1 Parent/SENCo meeting directly through the booking link.

The College has a formal complaints policy which can be found on the website.

### **What other services are available through the College?**

As an Academy we have access to a range of services including:

- Centre 33 Counselling (on appointment)
- Fully qualified first-aiders
- Qualified mental health first-aiders
- Link educational psychologist
- Speech and language therapy services

These services are contacted when necessary and appropriate, according to your child's needs.

### **How will we help your child's transition into secondary school and beyond?**

We liaise with our 'partner' primary schools and provide additional transition support if it is needed. The Learning Support Team meet students and parents of students transferring who may require additional visits. There are transition days for all students and additional visits for students who may be anxious regarding transition.

All children receive advice on careers and further education, and are encouraged to visit colleges to explore post-16 courses. If additional support is needed, this will be put in place.

### **Where can you get further information?**

- Contact the College on 01954 288944
- Look at the Local Authority SEN Local Offer: [www.cambridgeshire.gov.uk/send](http://www.cambridgeshire.gov.uk/send)
- Contact Cambridgeshire County Council on 0345 045 5200

REVIEWED BY: Judith Chipps

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