

## Special Educational Needs & Disabilities Policy & Information Report

Trust Policy	
Monitoring	Frame of engagement
Author	Tracy Othen
Member of Staff Responsible	Executive Principal
Consultation Parameters	Trust Board
Date of Policy	September 2018
Review Cycle	3 Years (Trust Board fee to determine)
Date of Review	Summer 2021
Website	Yes

School Level Policy	
Statutory Policy	Yes
Member of Staff Responsible	Headteacher/SENDCO
Review Cycle	Annually for SEND Information Report. Any changes to information occurring during the year should be updated as soon as possible.
Approval	Local Governing Body or Proprietor.
Legislation	The Children and Families Act: Section 69. The Special Educational Needs and Disability Regulations 2014. The 0-25 Special Educational Needs and Disability Code of Practice.

### Statement of Intent

The Priory School Trust has overall responsibility for the education, health and welfare of young people in its (academy) schools and is committed to provide an inclusive learning environment to

encourage all children to fulfil their potential, including those children with special educational needs and disabilities (SEND)

The trust undertakes to meet fully its duties under The Children and Families Act: Section 69 and the Special Educational Needs and Disability Regulations 2014 to support all children and families with SEND to overcome any potential barriers to learning and ensure there is a whole school holistic approach to SEND.

The trust will pursue for all schools, a pupil-centred process that engages the pupils, family, school and other professionals in planning for and implementing full access to a broad and balanced education that allows for an appropriate, high quality curriculum for every child.

### **School level policy**

It is a legal requirement under the Children and Families Act 2014 for a school to prepare a SEND Information Report. Schools within the trust are responsible for their SEND Policy and Information report, which is a statutory policy for schools by law and is listed by the Department for Education.

Although overall accountability for SEND in individual schools lies with the Headteacher/Principal, day to day responsibilities for SEND lies with the Special Education Needs and Disabilities Co-ordinator (SENDCO) and class teachers.

### **Purpose of the SEND Policy & Information Report**

The purpose of this policy is to provide information on the provision for children with SEND so that parents and children are clear about the school's approach to SEND.

### **Scope of the SEND Policy & Information Policy**

1. To introduce a statement of the school's commitment to meeting its statutory duties and responsibilities for children with SEND.
2. To outline how the school approaches the identification of SEND and the provision that the school makes for children.
3. To outline the SEND responsibilities of school staff e.g. Headteacher, Teachers, SENDCO, Pastoral staff and Governors.
4. To include name and contact details of the SENDCO.
5. To inform parents or signpost them to professional bodies/organisations for further support.

The SEND policy and Information Report should be read in conjunction with the:

- Accessibility Plan
- Equality & Objectives Report
- School Medical policy

### **Review and approval of the SEND Policy & Information Report**

The SEND Information Report should be reviewed annually and approved by the Local Governing Body or Proprietor. The policy will be made available on the Trust website and accessible to stakeholders.