

Kingsham Primary School's Local Offer

Kingsham Primary School – part of the University of Chichester Academy Trust (CAT) – is committed to providing an inclusive curriculum for all, regardless of need or ability, which will enable children to flourish. We work hard to address the needs of the whole child, to ensure that our children are healthy, safe, challenged, engaged and supported. Instilling a love of learning in all our children is essential and ensures that they have the building blocks to empower them to become life-long learners.

We hope that Kingsham's Local Offer will help you understand the school's vision and aims through addressing 14 key questions, enabling you to make decisions about how best to support your children's needs.

How does Kingsham know if pupils need extra help and what should I do if I think my child may have Special Educational Needs?

For children starting at Kingsham Primary School who have already been identified as having a special educational need or disability, liaison between home, any previous setting and outside agencies is key to ensure a smooth transition for your child.

Once at Kingsham, pupils' progress is observed, assessed and monitored by class teachers, the Special Education Needs Coordinator (SENCo), School Leadership Team and Governors. Teachers collect data about individual children and their classes which is shared at Pupil Progress Meetings; these are meetings which involve the class teachers, SENCo and School Leadership Team and monitor and analyse the progress, achievements and targets of each child. If expected progress is not being made, additional support is planned for, such as differentiated resources or extra time. Often this is sufficient to bridge the gap; however, some pupils require further support and intervention.

If this is the case, we will talk with you to agree next steps. Various in-house screening checks are available to help us identify areas of strength and specific gaps in learning which help teachers plan their class support. If pupils then do not make expected progress, our graduated response to pupils' needs means that we can refer to outside agencies for support. Kingsham evaluates any provision's effectiveness through the above on-going assessments.

We have an open-door policy and welcome parents sharing their views at any time.

How will Kingsham support my child?

Kingsham works closely with families and regularly welcomes parents and guardians to assemblies, 'Meet the Teacher' meetings, whole-school learning opportunities and parents' evenings. Open events such as these help the school to get to know pupils and their families and emphasises the partnership between home and school. Teachers are always available to touch-base with in the morning as children line-up in the playground. For a more in-depth meeting with the class teacher or SENCo, it is possible to make an appointment via the school office.

Support for a child with an additional need is planned for by the class teacher with guidance from the SENCo. The class teacher or teaching assistant will carry out support work and this will be recorded on the child's Individual Education Plan (IEP). IEPs are written in July, December and April and are shared with children in class and parents at Parents' Evening.

How will the curriculum be matched to my child's needs?

Kingsham follows the National Curriculum. Quality First Teaching ensures that differentiated learning opportunities are planned for all. Differentiation can range from the use of everyday equipment to specialist resources, targeted LSA support to teacher guided groups. Kingsham has a considerable amount of resources to help its children; expertise and specialist programmes may be sought from outside agencies.

How will we know how well our child is doing and how will Kingsham help me to support my child's learning?

Topic plans are sent out to parents at the beginning of each new topic allowing you to explore the topic at home.

Throughout the year Kingsham hosts sessions where you can learn how to support your child's learning. Over the past years we have run sessions on maths, reading and phonics.

There will be opportunities to meet formally with the class teacher termly. These are opportunities where you will be able to discuss your child's progress, attainment and next steps. If your child has an IEP, this will be shared with you and a copy provided for you so that home and school can work in partnership. You are very welcome to make an appointment with your child's class teacher at other points in the term. At the end of the academic year you will receive your child's school report which details their progress and attainment as well as their attitude to learning. If your child has a Statement or Education Health and Care Plan (EHCP) we will work together to ensure yours and your child's views shape the support provided in school.

What support will Kingsham provide for my child's overall well-being?

Kingsham prides itself on the behaviour of its children which has always been deemed a strength of the school. We have a robust Behaviour Policy which underpins this and ensures the safety and wellbeing of all our children. Each child is treated as an individual and relationships are built upon trust between the staff and the children to help support and challenge them as they strive to reach their potential.

Outside Agencies such as the Family Link Worker, Education Welfare Officer and School Nurse can be referred to for individual support and can help families at a time when some extra guidance would be valued. You are always welcome to discuss your needs with your child's class teacher.

The school adheres to the Managing Medicines Policy (2014). Children with complex medical needs are supported through a Health Care Plan which is drawn up in conjunction with home, school and the school nurse.

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

Kingsham's children and families are supported through the work of the following agencies: Inclusion Support Team, Social Communication Team, Behaviour Support Team, Speech and Language Therapy, Educational Psychology Service, Occupational Health Team, Physiotherapy Team, Sensory Support Team, Family Link Worker, School Nurses, Children and Adolescent Mental Health Service, Children and Young People's Planning Forum and Social Services. Before any referrals are made, the school will seek your permission.

What training have the staff supporting children with SEND had or are having?

All members of staff undergo rigorous Performance Management which leads to a programme of continual professional development. This includes: In-service training, lesson observations, work scrutinies and staff meetings. Staff are given opportunities to attend training such as First Aid, Team Teach, Speech and Language and Talk for Writing by outside providers. All staff disseminate their learning to other colleagues to ensure consistency across the school. The SENCo is part of the SENCo Locality Group and accesses support from this wider network of colleagues.

How will my child be included in activities outside the classroom, including school trips?

It is Kingsham's policy to ensure that all children are able to participate as fully as possible in all of Kingsham's provision. Risk assessments are completed in conjunction with home to ensure that procedures are put in place to enable all children to participate. All children are encouraged to participate in clubs after school and support is put in place to ensure that every child can access them. All groups are open to all, such as School Council, and support will be put in place, if necessary, for any child to participate.

How accessible is Kingsham's school building?

Kingsham's Accessibility Plan is reviewed annually. The school is accessible for all children, including those with physical needs, with sloped entrance ways and ramps to access and leave the buildings. We have one disabled toilet and electronic changing table. Some of the school staff are trained in Makaton signing and we have an English as an Additional Language (EAL) Interpreters' Group run by the children and overseen by a Learning Support Assistant.

How will Kingsham be prepared to support my child join the school or transfer to the next stage of education?

Starting school is an exciting time but may need careful consideration for children with additional needs. To ensure that joining Kingsham is as smooth as possible, transition plans are put in place in

conjunction with home and school, appropriate to the child's needs. This may include a visit to the child's current setting, pre-visits to Kingsham, social stories and a graduated timetable on arrival.

When children leave Kingsham for the next stage in their education, we ensure a similar and suitable transition plan is put in place with the child's new school.

How are the school's resources allocated and matched to the children's Special Educational Needs?

The resources for all children are administered by the bursar in line with the budget set by the Headteacher and governors. The specific allocation is dictated by individual need and the statutory requirements of a Statement of SEN or EHCP. The guiding principle is for all children to access their learning effectively enabling them to make appropriate progress.

How is the decision made about what type of support my child needs?

When children start at Kingsham, their strengths and gaps in learning are assessed and a programme of support is put in place; this will vary in type and frequency. The SENCo is always available to offer advice for class teachers and becomes involved if class based resources are not impacting on the child's ability to make progress or assessment is required. The impact of support is monitored during Pupil Progress Meetings which are held between class teachers, SLT and SENCo. Your child's progress will be discussed with you to ensure that we have open and effective dialogue with your child's needs at the centre.

How are parents involved in the school? How can I be involved?

There are many ways you can be involved with the life and workings of Kingsham! Every parent automatically becomes a member of the Friends of Kingsham Primary School (FKPS) who donate their time and energy to events such as school discos and school fairs. Many parents help during the school day, listening to readers, helping on school trips or working in the library and some extend this to after school, running extra-curricular activities.

Day-to-day contact is essential in creating a successful partnership between home and school. Parents of children with SEN may wish for more involvement on a 1:1 basis and meetings can be arranged as necessary such as at times of transition.

Who can I contact for further information?

The first point of contact would always be with your child's class teacher who can advise you on day-to-day matters. Staff are available on the playground at the beginning of the school day but appointments can also be made for a longer conversation. For those thinking of applying for a place at Kingsham, further details can be sought from the school – 01243 784046.