

Special educational needs (SEN) information report

Trythall Community Primary School

Written by:	Nicky Morris	Date: 01/12/25
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Dear parents and carers,

The aim of this information report is to explain how we implement our SEND policy. In other words, we want to show you how special educational needs support works in our school.

If you want to know more about our arrangements for SEND, read our SEND policy which can be found on the website or is available in print from the school office.

1. What types of SEN does the school provide for?

Our school provides for pupils with the following needs:

AREA OF NEED	CONDITION
Communication and interaction	Autism spectrum disorder (ASD)
	Speech and language difficulties
Cognition and learning	Specific learning difficulties, including dyslexia, dyspraxia, dyscalculia
	Moderate learning difficulties
Social, emotional and mental health	Attention deficit hyperactivity disorder (ADHD)
	Attention deficit disorder (ADD)
Sensory and/or physical	Hearing impairments
	Visual impairment
	Multi-sensory impairment
	Physical impairment

2. Which staff will support my child, and what training have they had?

Our special educational needs co-ordinator, or SENCO

Our SENCO is our headteacher Nicky Morris

They have 8 years' experience in this role and have worked with children with additional needs in both mainstream and special school. She was an occupational therapist before becoming a teacher. They are a qualified teacher. Nicky achieved her National Award in Special Educational Needs Co-ordination in November 2019. Nicky has completed the following training:

- Makaton
- Colourful Semantics
- Trauma Informed Practice

- Neurodiversity Screening
- Scerts (supporting children with autism)
- Sensory processing
- SPACE
- Gestalt Language Processing

They are allocated half a day a week to manage SEN provision.

Assistant SENCO

Our assistant SENCO is Emma Cape

They have 4 years' experience in this role and have also worked as class teacher. Emma is our wellbeing lead at Trythall.

Emma is currently undertaking her National Award in Special Education.

Class Teachers

All of our teachers receive in-house SEN training, and are supported by the SENCO to meet the needs of pupils who have SEN.

Claire has completed her Literacy Screening Training which allows us to identify children who have a likelihood of being dyslexia and need additional external assessments.

Teaching assistants (TAs)

We have a team of 11 teaching Partners, including 4 higher-level teaching assistants (HLTAs) who are trained to deliver SEN provision.

We have 5 teaching assistants who are trained to deliver interventions such as:

- Phonics and Early Reading
- Rapid Maths
- Speech and Language
- Thrive
- SPACE
- NAPA

In the last academic year, TAs have been trained in

- Gestalt Language Processing
- Being an Effective Teaching Partner
- SPACE
- NAPA

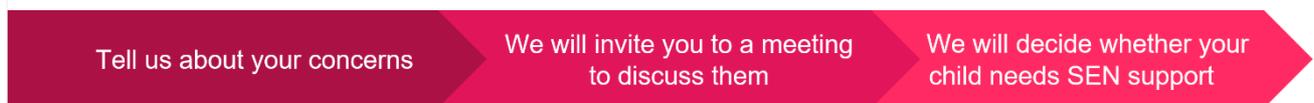
External agencies and experts

Sometimes we need extra help to offer our pupils the support they need. Whenever necessary we will work with external support services to meet the needs of our pupils with SEN and to support their families. These include:

- Speech and language therapists

- › Educational psychologists
- › Occupational therapists
- › GPs or paediatricians
- › School nurses
- › Child and adolescent mental health services (CAMHS)
- › Education welfare officers
- › Social services and other local authority (LA)-provided support services
- › Voluntary sector organisations

3. What should I do if I think my child has SEN?



If you think your child might have SEN, the first person you should tell is your child's teacher.

You can contact your child's teacher via their email address. They would be happy to chat to you face to face at the end of the school day.

They will pass the message on to our SENCO, Nicky Morris, who will be in touch to discuss your concerns.

You can also contact the SENCO directly. Head@trythall.cornwall.sch

We will meet with you to discuss your concerns and try to get a better understanding of what your child's strengths and difficulties are.

Together we will decide what outcomes to seek for your child and agree on next steps.

We will make a note of what's been discussed and add this to your child's record. You will also be given a copy of this.

If we decide that your child needs SEN support, we will formally notify you in writing and your child will be added to the school's SEND register.

4. How will the school know if my child needs SEN support?

All our class teachers are aware of SEN and are on the lookout for any pupils who aren't making the expected level of progress in their schoolwork or socially.

If the teacher notices that a pupil is falling behind, they try to find out if the pupil has any gaps in their learning. If they can find a gap, they will give the pupil extra support to try to fill it. Pupils who don't have SEN usually make progress quickly once the gap in their learning has been filled.

If the pupil is still struggling to make the expected progress, the teacher will talk to the SENCO, and will contact you to discuss the possibility that your child has SEN.

The SENCO will observe the pupil in the classroom and in the playground to see what their strengths and difficulties are. They will have discussions with your child's teacher/s, to see if there have been any issues with, or changes in, their progress, attainment or behaviour. They will also compare your child's progress and development with their peers and available national data.

The SENCO will ask for your opinion and speak to your child to get their input as well. They may also, where appropriate, ask for the opinion of external experts such as a speech and language therapist, an educational psychologist, or a paediatrician.

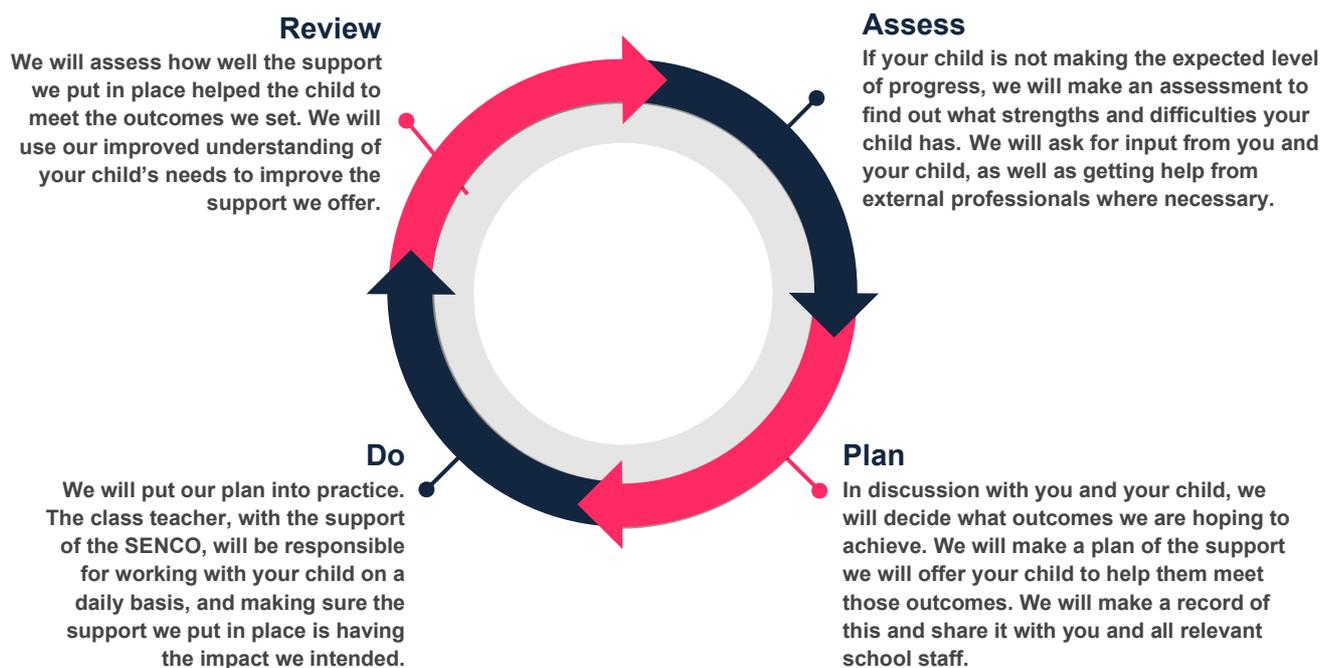
Based on all this information, the SENCO will decide whether your child needs SEN support. You will be told the outcome of the decision in writing.

If your child does need SEN support, their name will be added to the school's SEND register, and the SENCO will work with you to create a SEN support plan for them.

5. How will the school measure my child's progress?

We will follow the 'graduated approach' to meeting your child's SEN needs.

The graduated approach is a 4-part cycle of **assess, plan, do, review**.



As a part of the planning stage of the graduated approach, we will set outcomes that we want to see your child achieve.

Whenever we run an intervention with your child, we will assess them before the intervention begins. This is known as a 'baseline assessment'. We do this so we can see how much impact the intervention has on your child's progress.

We will track your child's progress towards the outcomes we set over time and improve our offer as we learn what your child responds to best.

This process will be continual. If the review shows a pupil has made progress, they may no longer need the additional provision made through SEN support. For others, the cycle will continue and the school's targets, strategies and provisions will be revisited and refined.

6. How will I be involved in decisions made about my child's education?

We will provide annual reports on your child's progress.

Your child's class teacher will meet you 3 times a year to:

- Set clear outcomes for your child's progress
- Review progress towards those outcomes

- › Discuss the support we will put in place to help your child make that progress
- › Identify what we will do, what we will ask you to do, and what we will ask your child to do

The SENCO will also attend these meetings to provide extra support.

We know that you're the expert when it comes to your child's needs and aspirations. We want to make sure you have a full understanding of how we're trying to meet your child's needs, so that you can provide insight into what you think would work best for your child.

We also want to hear from you as much as possible so that we can build a better picture of how the SEN support we are providing is impacting your child outside of school.

If your child's needs or aspirations change at any time, please let us know right away so we can keep our provision as relevant as possible.

After any discussion we will make a record of any outcomes, actions and support that have been agreed. This record will be shared with all relevant staff, and you will be given a copy.

If you have concerns that arise between these meetings, please contact your child's class teacher as it is important that we act on these in a timely manner.

7. How will my child be involved in decisions made about their education?

The level of involvement will depend on your child's age and level of competence. We recognise that no 2 children are the same, so we will decide on a case-by-case basis, with your input.

We may seek your child's views by asking them to:

- › Attend meetings to discuss their progress and outcomes
- › Prepare a presentation, written statement, video, drawing, etc.
- › Discuss their views with a member of staff who can act as a representative during the meeting
- › Complete a survey

8. How will the school adapt its teaching for my child?

Your child's teachers are responsible and accountable for the progress and development of all the pupils in their class.

High-quality teaching is our first step in responding to your child's needs. We will make sure that your child has access to a broad and balanced curriculum in every year they are at our school.

We will differentiate (or adapt) how we teach to suit the way the pupil works best. There is no '1 size fits all' approach to adapting the curriculum, we work on a case-by case basis to make sure the adaptations we make are meaningful to your child.

These adaptations include:

- › Differentiating our curriculum to make sure all pupils are able to access it, for example, by grouping, 1-to-1 work, adapting the teaching style or content of the lesson.
- › Differentiating our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud.
- › Adapting our resources and staffing.
- › Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font.
- › Teaching assistants will support pupils on a 1-to-1 basis as appropriate
- › Teaching assistants will support pupils in small groups as appropriate

We may also provide the following interventions:

AREA OF NEED	CONDITION	HOW WE SUPPORT THESE PUPILS
Communication and interaction	Autism spectrum disorder (ASD)	Visual timetables Social stories Symbol Supports
	Speech and language difficulties	Speech and language therapy
Cognition and learning	Specific learning difficulties, including dyslexia, dyspraxia and dyscalculia	Writing slope Coloured overlays Dyslexia friendly library resources Symbol supports
	Moderate learning difficulties	As above Additional adult support Adapted curriculum Physical breaks
Social, emotional and mental health	ADHD, ADD	Quiet workstation Work schedules Physical Breaks Fidget toys Weighted resources Resistance resources
	Adverse childhood experiences and/or mental health issues	Nurture groups Mental health Support Practitioner Thrive Space
Sensory and/or physical	Hearing impairment	Signing Visual supports Acoustic reducing materials in classrooms
	Visual impairment	Limiting displays in classrooms Text fonts adapted to individual needs Auditory reinforcement

	Multi-sensory impairment	Multi-sensory classrooms and resources
	Physical impairment	Clutter reduced Level access routes around school

These interventions are part of our contribution to Cornwall's local offer.

9. How will the school evaluate whether the support in place is helping my child?

We will evaluate the effectiveness of provision for your child by:

- Reviewing their progress towards their goals each term
- Reviewing the impact of interventions after 6-8 weeks
- Using pupil questionnaires
- Monitoring by the SENCO
- Using provision maps to measure progress
- Holding an annual review (if they have an education, health and care (EHC) plan)

10. How will the school resources be secured for my child?

It may be that your child's needs mean we need to secure:

- Extra equipment or facilities
- More teaching assistant hours
- Further training for our staff
- External specialist expertise

If that's the case, we will consult with external agencies to get recommendations on what will best help your child access their learning.

The school will cover up to £6,000 of any necessary costs. If funding is needed beyond this, we will seek it from our local authority.

11. How will the school make sure my child is included in activities alongside pupils who don't have SEN?

All of our extra-curricular activities and school visits are available to all our pupils, including our before and after-school clubs.

All pupils are encouraged to go on our school trips, including our residential trips.

All pupils are encouraged to take part in sports day, school plays and other extracurricular events.

No pupil is ever excluded from taking part in these activities because of their SEN or disability and we will make whatever reasonable adjustments are needed to make sure they can be included.

12. How does the school make sure the admissions process is fair for pupils with SEN or a disability?

We follow our admissions policy when accepting requests for a place at Trythall. We will ask to meet with you before the place is confirmed to ensure that we have all the information we need to support a child's SEND needs at Trythall.

If we are consulted by the local authority for a place for a pupil with an EHCP we will review all the documentation we are sent and the provision outlined in the EHCP. Children with an EHCP are prioritised by the local authority when allocating places both in reception, year 3 and in year transfers. We will contact the local authority if we have any concerns about delivering the provision outlined following all reasonable adjustments have been made. This will be to seek additional support.

We are a school that is oversubscribed and are aware that this could unfairly disadvantage prospective pupils with additional needs which is why we ensure that children with additional needs are ranked in a higher category. We will consider taking above our PAN but this is dependent on the appropriate space, facilities and level of need in the class.

13. How does the school support pupils with disabilities?

Our school environment can be challenging for pupils with physical needs due to the age and position of the building. However, we will endeavour to make all reasonable adjustments as laid out in our accessibility policy. If we need major adaptations to the building, we will liaise with the local authority to see if this is feasible. The following is currently in place:

- Most areas of the school can be accessed via level access from the playgrounds.
- We have a small changing space for children who need support with personal care.
- We endeavour to keep areas around the school clutter free
- Resources used by teachers and children are at accessible heights
- We would complete an access assessment for any stakeholder that uses a wheelchair and make all reasonable adjustments.

14. How will the school support my child's mental health, and emotional and social development?

We provide support for pupils to progress in their emotional and social development in the following ways:

- › All of our pupils, including those with SEND, are members of the school council
- › Roles and responsibilities such as caring for the school's animals and environment are available for all children
- › We provide extra pastoral support for listening to the views of pupils with SEN by offering "what I want my teachers to know" time.
- › We run a nurture club for pupils who need extra support with social or emotional development
- › We have a 'zero tolerance' approach to bullying. We prevent bullying in the school through our virtues-based curriculum.

15. What support will be available for my child as they transition between classes or settings, or in preparing for adulthood?

Between years

To help pupils with SEN be prepared for a new school year we:

- Are a small school who operate as one big family and therefore between year transitions are not as daunting as they might be in larger schools.
- Teachers discuss all children at the pupil progress insight meetings each term and therefore have a good knowledge of each child's progress, next steps and individual needs.

Between schools

When your child is moving on from our school, we will ask you and your child what information you want us to share with the new setting.

Between phases

The SENCOs at the secondary schools we feed are in regular contact with our SENCO. They will coordinate a transition program that can meet individual needs.

Pupils will be prepared for the transition by:

- › Practising with a secondary school timetable
- › Learning how to get organised independently
- › Plugging any gaps in knowledge
- › Familiarising themselves with the secondary school environment

16. What support is in place for looked-after and previously looked-after children with SEN?

Nicky Morris is the designated teacher and SENCO. She makes sure that all teachers understand how a looked-after or previously looked-after pupil's circumstances and their SEN might interact, and what the implications are for teaching and learning.

Children who are looked-after or previously looked-after will be supported much in the same way as any other child who has SEN. However, looked-after pupils will also have a personal education plan (PEP). We will make sure that the PEP and any SEN support plans or EHC plans are consistent and complement one another.

17. What should I do if I have a complaint about my child's SEN support?

Concerns about SEN provision in our school should be made to the class teacher and or SENCO in the first instance. If you do not feel that your concerns have been actioned, then you can raise a complaint to the complaints co-ordinator who will forward it to the most appropriate person to investigate.

If you are not satisfied with the school's response, you can escalate the complaint. In some circumstances, this right also applies to the pupil themselves. Please refer to the complaints policy for how to escalate your complaint.

To see a full explanation of suitable avenues for complaint, see pages 246 and 247 of the [SEND Code of Practice](#).

If you feel that our school has discriminated against your child because of their SEN, you have the right to make a discrimination claim to the first-tier SEND tribunal. To find out how to make such a claim, you should visit: <https://www.gov.uk/complain-about-school/disability-discrimination>

You can make a claim about alleged discrimination regarding:

- › Admission
- › Exclusion
- › Provision of education and associated services
- › Making reasonable adjustments, including the provision of auxiliary aids and services

Before going to a SEND tribunal, you can go through processes called disagreement resolution or mediation, where you try to resolve your disagreement before it reaches the tribunal.

18. What support is available for me and my family?

If you have questions about SEN, or are struggling to cope, please get in touch to let us know. We want to support you, your child and your family.

To see what support is available to you locally, have a look at [Cornwall's local offer](#).

Our local special educational needs and disabilities information, advice and support Service ([SENDIASS](#)) can support you accessing appropriate services and support.

National charities that offer information and support to families of children with SEN are:

- › [IPSEA](#)
- › [SEND family support](#)
- › [NSPCC](#)
- › [Family Action](#)
- › [Special Needs Jungle](#)

19. Glossary

- › **Access arrangements** – special arrangements to allow pupils with SEN to access assessments or exams
- › **Annual review** – an annual meeting to review the provision in a pupil's EHC plan
- › **Area of need** – the 4 areas of need describe different types of needs a pupil with SEN can have. The 4 areas are communication and interaction; cognition and learning; physical and/or sensory; and social, emotional and mental health needs
- › **CAMHS** – child and adolescent mental health services
- › **Differentiation** – When teachers adapt how they teach in response to a pupil's needs
- › **EHC needs assessment** – the needs assessment is the first step on the way to securing an EHC plan. The local authority will do an assessment to decide whether a child needs an EHC plan
- › **EHC plan** – an education, health and care (EHC) plan is a legally-binding document that sets out a child's needs and the provision that will be put in place to meet their needs
- › **First-tier tribunal / SEND tribunal** – a court where you can appeal against the local authority's decisions about EHC needs assessments or plans and against discrimination by a school or local authority due to SEN
- › **Graduated approach** – an approach to providing SEN support in which the school provides support in successive cycles of assessing the pupil's needs, planning the provision, implementing the plan, and reviewing the impact of the action on the pupil
- › **Intervention** – a short-term, targeted approach to teaching a pupil with a specific outcome in mind

- › **Local offer** – information provided by the local authority that explains what services and support are on offer for pupils with SEN in the local area
- › **Outcome** – target for improvement for pupils with SEN. These targets don't necessarily have to be related to academic attainment
- › **Reasonable adjustments** – changes that the school must make to remove or reduce any disadvantages caused by a child's disability
- › **SENCO** – the special educational needs co-ordinator
- › **SEN** – special educational needs
- › **SEND** – special educational needs and disabilities
- › **SEND Code of Practice** – the statutory guidance that schools must follow to support children with SEND
- › **SEN information report** – a report that schools must publish on their website, that explains how the school supports pupils with SEN
- › **SEN support** – special educational provision that meets the needs of pupils with SEN
- › **Transition** – when a pupil moves between years, phases, schools or institutions or life stages