



# Gawber Primary School



## Special Education Needs and Disabilities Policy (SEND)

October 2025

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Person responsible for the Policy	Dawn Bradshaw
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Headteacher's Signature	Dawn Bradshaw
Date	20.10.25
Chair of Governor's Signature	Emma Casimir
Date	20.10.25



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# Special Educational Needs and Disabilities Policy (SEND)

Agreed by Governors October 2025

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*This policy takes full regard to the Special Educational Needs and Disability (SEND) Code of Practice 2014*

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Abbreviations used in this policy:

**SEND** – Special Educational Needs and Disabilities

**EP** – Educational Psychologist

**MS** – Mainstream School

**SENCDO** – Special Educational Needs and Disabilities Coordinator  
**SFP** – School Focused Plan  
**SMART** – Small Measured Achievable Realistic Targets

**TA** – Teaching Assistant  
**SMSA** – School Meals Supervisory Assistant  
**EHCP** – Education, Health and Care Plan

## **Introduction**

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### **Definitions of Special Educational Needs (SEN) taken from section 20 of the Children and Families Act 2014**

A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for them. A child of compulsory age or a young person has a learning difficulty or disability if they:

- a) have a significantly greater difficulty in learning than the majority of others of the same age; or
- b) have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.

A child under compulsory school age has special educational needs if they fall within the definition at (a) or (b) above or would do so if special educational provision was not made for them.

Children must not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught.

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The government have reformed the way in which provision and support is made for children and young people with special educational needs and/or disabilities in England. The Children and Families Act 2014 and the accompanying Special Educational Needs and Disability Code of Practice: 0 to 25 years, came into force on the 1<sup>st</sup> of September 2014. More details about the reforms and the SEND Code of Practice can be found on the Government website:

[www.gov.uk/topic/schools-colleges-childrens-services/special-educational-needs-disabilities](http://www.gov.uk/topic/schools-colleges-childrens-services/special-educational-needs-disabilities)

One significant change arising from the reforms is that 'Statements of Educational Needs', for those children with the most complex needs, have now been replaced with a new 'Education, Health and Care Plan' (EHCP).

The SEND Local Offer is a resource which is designed to support children and young people with special educational needs and/or disabilities and their families. It describes the services and provision that are available both to those families in Barnsley that have an EHCP and those who do not have a plan, but still experience some form of special educational need. The SEND Local Offer includes information about public services across education, health and social care, as well as those provided by the private, voluntary and community sectors. Barnsley's SEND Local Offer can be found at:

[https://barnsley.cloud.servelec-synergy.com/Synergy/Local\\_Offer/](https://barnsley.cloud.servelec-synergy.com/Synergy/Local_Offer/)

## **1. Aims and Objectives**

### **General Principles and Aims**

At Gawber Primary School we are a caring family school. We aim to provide an inclusive, caring and supportive environment in which all pupils are valued equally and are given opportunities to develop to their potential. All children and young people are entitled to an education that enables them to make progress so that they achieve their best, become confident individuals living fulfilling lives, and make a

successful transition into adulthood, whether into employment, further or higher education or training. We want teachers in all lessons to set suitable learning challenges for all pupils to ensure that they make good progress. We aim to provide every child with a broad and balanced education and this includes the National Curriculum in line with the SEND Code of Practice.

## Objectives

- **Staff members seek to identify the needs of pupils with SEND as early as possible.** This is most effectively done by gathering information from parents, education, health and care services and early years settings prior to the child's entry into school. If needs have not been identified before the child enters school it is the staff's responsibility to inform the Head Teacher and SENDCO as soon as possible.
- **Monitor the progress of all pupils in order to aid the identification of pupils with SEND.** Continuous monitoring of those pupils with SEND by their teachers will help to ensure that they are able to reach their full potential.
- **Make appropriate provision to overcome all barriers to learning and ensure pupils with SEND have full access to the National Curriculum.** This will be co-ordinated by the SENDCO and Head Teacher and will be monitored and regularly reviewed in order to ensure that individual targets are met and all pupils' needs are catered for.
- **Work with parents to gain a better understanding of their child, and involve them in all stages of their child's education.** This includes supporting them in terms of understanding SEND procedures and practices and providing regular feedback on their child's progress.
- **Work with and in support of outside agencies when the pupils' needs cannot be met by the school alone.** We access services from many professionals including Educational Psychology Service, Speech and Language Therapy (SALT), Child and Adolescent Mental Health Service (CAMHS), Occupation and Physiotherapy Services, other SEND specific professionals and medical professionals.
- **Create a school environment where pupils can contribute to their own learning.** This means encouraging relationships with adults in school where pupils feel safe to voice their own needs, and carefully monitoring the progress of all pupils at regular intervals. Pupil participation is encouraged through school by wider opportunities such as school council, residential visits, school plays and performances, sports teams, junior wardens and a pupil centred approach to children with SEND.

## 2. Responsibility for the coordination of SEND provision

The person responsible for overseeing the provision for children with SEND is Mrs Dawn Bradshaw, (Head Teacher).

The person coordinating the day-to-day provision of education for pupils with SEND is Miss Rachael Smith, (SENDCO).

The governor responsible for supporting and overseeing the provision for children with SEND in school is Mr Marcus Phillips.

### **3. Arrangements for the coordination of SEND provision**

The SENDCO will hold details of all SEND records for individual pupils.

All staff can access the following:

- The school SEND policy
- A copy of the full SEND register
- The SEND Code of Practice 2014
- Guidance of identification of SEND in the Code of Practice
- Gawber Primary School's SEND Offer and Barnsley's SEND Local Offer
- Information on individual pupil's special educational needs, including One Page Pupil Profiles, SFPs and provision maps
- Practical advice, teaching strategies, and information about types of special educational needs and disabilities

By staff accessing the above, every member of staff will have complete and up-to-date information regarding all pupils with additional needs and their requirements which will enable them to provide for the individual needs of all pupils. This policy is made accessible to all staff and parents in order to aid the effective coordination of the schools SEND provision.

### **4. Admission Arrangements**

The admission arrangements for all pupils are in accordance with national legislation, including the Equality Act 2010. This includes children with any level of SEND; those with Education, Health and Care Plans and those without.

If a child has already been identified as having additional needs a plan of transition will be put together to offer extra visits and support to ensure a smooth transition period.

### **5. Specialist SEND Provision**

We are committed to whole school inclusion. In our school we support children with a range of special educational needs. We will seek specialist SEND provision and training from SEND services where necessary.

Also see Section 10 of this policy.

### **6. Facilities for Pupils with SEND**

The school complies with all relevant accessibility requirements. Please see the school accessibility plan for more details.

### **7. Allocation of resources for pupils with SEND**

All pupils with SEND will have access to Element 1 and 2 of a school's budget which equates to £6,000. Some pupils with SEND may access additional funding. For those with the most complex needs, additional funding (High level needs HLN) is retained by the local authority. The SENDCO will refer individual applications to a multi-agency panel, which is administered by the Local Authority, who will determine whether the level and complexity of need meets the threshold for this funding. It would then be the

responsibility of the SENDCO, senior leadership team and governors to agree how the allocation of resources is used.

## **8. Identification of pupils needs**

### **Identification**

See definition of Special Educational Needs at start of policy.

### **A graduated approach:**

#### ***Quality First Teaching***

- a) Any pupils who are falling significantly outside of the range of expected academic achievement in line with predicted performance indicators and grade boundaries will be monitored.
- b) Once a pupil has been identified as possibly having SEND they will be closely monitored by staff in order to gauge their level of learning and possible difficulties.
- c) The child's class teacher will take steps to provide differentiated learning opportunities that will aid the pupil's academic progression and enable the teacher to better understand the provision and teaching style that needs to be applied.
- d) The SENDCO will be consulted as needed for support and advice and may wish to observe the pupil in class.
- e) Through all the above taken into account it can be determined which level of provision the child will need going forward.
- f) If a pupil has recently been removed from the SEND register they may also fall into this category as continued monitoring will be necessary.
- g) Parents will be informed fully of every stage of their child's development and the circumstances under which they are being monitored. They are encouraged to share information and knowledge with the school.
- h) The child is recorded by the school as being under observation due to concern by parent or teacher but this does not automatically place the child on the school's SEND register. Any concerns will be discussed with parents informally or during parent's evenings.
- i) Parent's evenings are used to monitor and assess the progress being made by children.

### ***SEND Support***

Where it is determined that a pupil does have SEND, parents will be formally advised of this and the decision will be added to the SEND register. The aim of formally identifying a pupil with SEND is to help school ensure that effective provision is put in place and so remove barriers to learning. The support provided consists of a four – part process:

- Assess
- Plan
- Do
- Review

This is an ongoing cycle to enable the provision to be refined and revised as the understanding of the needs of the pupil grows. This cycle enables the identification of those interventions which are the most effective in supporting the pupil to achieve good progress and outcomes.

### ***Assess***

This involves clearly analysing the pupil's needs using the class teacher's assessment and experience of working with the pupil, details of previous progress and attainment, comparisons with peers and national data, as well as the views and experience of parents. The pupil's views and where relevant, advice from external support services will also be considered. Any parental concerns will be noted and compared with the school's information and assessment data on how the pupil is progressing.

This analysis will require regular review to ensure that support and intervention is matched to need, that barriers to learning are clearly identified and being overcome and that the interventions being used are developing and evolving as required. Where external support staff are already involved their work will help inform the assessment of need. Where they are not involved they may be contacted, if this is felt to be appropriate, following discussion and agreement from parents.

### ***Plan***

Planning will involve consultation between the teacher, SENDCO and parents to agree the adjustments, interventions and support that are required; the impact on progress, development and or behaviour that is expected and a clear date for review. Parental involvement may be sought, where appropriate, to reinforce or contribute to progress at home.

All those working with the pupil, including support staff will be informed of their individual needs, the support that is being provided, any particular teaching strategies/approaches that are being employed and the outcomes that are being sought.

### ***Do***

The class teacher remains responsible for working with the child on a day-to-day basis. They will retain responsibility even where the interventions may involve group or one-to-one teaching away from the main class teacher. They will work closely with teaching assistants to plan and assess the impact of support and interventions and links with classroom teaching. Support with further assessment of the pupil's strengths and weaknesses, problem solving and advising of the implementation of effective support will be provided by the SENDCO.

### ***Review***

Reviews of a child's progress will be made regularly. The review process will evaluate the impact and quality of the support and interventions. It will also take account of the views of the pupil and where necessary their parents. The class teacher, in conjunction with the Head Teacher and SENDCO will revise the support and outcomes based on the pupil's progress and development making any necessary amendments going forward, in consultation with parents and the pupil.

### ***Referral for an Education, Health and Care Plan (EHCP)***

If a child has lifelong or significant difficulties they may undergo a Statutory Assessment Process which is usually requested by the school but can be requested by a parent. This will occur where the complexity of need or a lack of clarity around the needs of the child are such that a multi-agency approach to assessing that need, to planning provision and identifying resources, is required.

The decision to make a referral for an Education, Health and Care Plan will be taken at a progress review.

The application for an Education, Health and Care Plan will combine information from a variety of sources including:

- Parents
- Teachers
- SENDCO
- Social Care
- Health professionals

Information will be gathered relating to the current provision provided, action points that have been taken, and the preliminary outcomes of targets set. A decision will be made by a group of people from

education, health and social care about whether or the child is eligible for an EHCP. Parents have the right to appeal against a decision not to initiate a statutory assessment leading to an EHCP.

Further information about EHC Plans can found via the SEND Local Offer:

[https://barnsley.cloud.servelec-synergy.com/Synergy/Local\\_Offer/](https://barnsley.cloud.servelec-synergy.com/Synergy/Local_Offer/)

Or by contacting the Special Educational Needs and Disabilities, Information, Advice and Support Service (SENDIASS) on:

**Telephone: 01226 787234**

**Website: [www.barnsley.gov.uk/sendiaass](http://www.barnsley.gov.uk/sendiaass)**

### ***Education, Health and Care Plans (EHCP)***

a. Following Statutory Assessment, an EHCP will be provided by Barnsley Council, if it is decided that the child's needs are not being met by the support that is ordinarily available. The school and the child's parents will be involved developing and producing the plan.

b. Parents have the right to appeal against the content of the EHCP. They may also appeal against the school named in the Plan if it differs from their preferred choice.

c. Once the EHCP has been completed and agreed, it will be kept as part of the pupil's formal record and reviewed at least annually by staff, parents and the pupil. The annual review enables provision for the pupil to be evaluated and, where appropriate, for changes to be put in place, for example, reducing or increasing levels of support.

## **9. Access to the curriculum, information and associated services**

Pupils with SEND will be given access to the curriculum through the specialist SEND provision provided by the school as is necessary, as far as possible, taking into account the wishes of their parents and the needs of the individual.

Every effort will be made to educate pupils with SEND alongside their peers in a mainstream classroom setting. Where this is not possible, the SENDCO will consult with the child's parents for other flexible arrangements to be made.

Regular training and learning opportunities for staff on the subject of SEND and SEND teaching are provided both in school and local authority training programmes. Staff members are kept up to date with teaching methods which will aid the progress of all pupils including those with SEND.

In class provision and support are deployed effectively to ensure the curriculum is differentiated where necessary. We make sure that individual or group tuition is available where it is felt pupils would benefit from this provision.

We set appropriate individual targets that motivate pupils to do their best, and celebrating achievements at all levels.

## **10. Inclusion of pupils with SEND**

The Head Teacher, SEND Governor and SENDCO oversee the school's policy for inclusion and are responsible for ensuring that it is implemented effectively throughout the school.

The school curriculum is regularly reviewed to ensure that it promotes the inclusion of all pupils. This includes learning outside the classroom. The school will seek advice, as appropriate, around individual pupils, from external support services.

## **11. Evaluating the success of provision**

In order to make consistent continuous progress in relation to SEND provision the school encourages feedback from staff, parents and pupils throughout the year. This is done in the form of SFP reviews, Team Around the Family meetings, Annual Reviews (for children with an EHCP), parent's evenings, discussions and through progress meetings with parents.

Pupil progress will be monitored on a termly basis in line with the SEND Code of Practice.

SEND provision and interventions are recorded on an individual provision map, which are updated termly. These are updated by the class teacher and are monitored by the SENDCO. These reflect information passed on by the SENDCO at the beginning of an academic year and are adapted each term following assessments. These interventions are monitored and evaluated termly by the SENDCO and information is fed back to the staff, parents and governors. This helps to identify whether provision is effective.

## **12. Complaints procedure**

If a parent or carer has any concerns or complaints regarding the care or welfare of their child, an appointment can be made by them to speak to the Head Teacher or SENDCO, who will be able to advise on formal procedures for complaint.

## **13. In service training (CPD)**

We aim to keep all school staff up to date with relevant training and developments in teaching practice in relation to the needs of pupils with SEND.

The SENDCO attends relevant SEND courses and facilitates/signposts relevant SEND focused external training opportunities for all staff. The school seeks the support from the Educational Psychology Service and Inclusion Services (BESST) when a need for specialist training is identified. The Senior Leadership Team considers the relevance of specific training carefully and aim to meet the needs of staff dealing with specific SEND issues.

## **14. Links to support services**

The school continues to build strong working relationships and links with external support services in order to fully support our SEN pupils and aid school inclusion. Sharing knowledge and information with our support services is key to the effective and successful SEND provision within our school. Any one of the support services may raise concerns about a pupil. This will then be brought to the attention of the SENDCO who will then inform the child's parents.

## **15. Working in partnerships with parents**

Gawber Primary School believes that a close working relationship with parents is vital in order to ensure:

- a) Early and accurate identification and assessment of SEND leading to appropriate intervention and provision
- b) Continuing social and academic progress of children with SEND
- c) Personal and academic targets are set and met effectively
- d) Parental views are considered and valued

In cases where more frequent regular contact with parents is necessary, this will be arranged based on the individual pupil's needs. The SENDCO may also signpost parents of pupils with SEND to the local authority SENDIASS service where specific advice, guidance and support may be required.

If an assessment or referral indicates that a pupil has additional learning needs the parents and the pupil will always be consulted with regards to future provision. Parents are invited to attend meetings with external agencies regarding their child, and are kept up to date and consulted on any points of action drawn up in regards to the provision for their child. The school's SEND Governor (Mr Marcus Phillips) may be contacted at any time in relation to SEND matters.

## **16. Links with other schools**

The school has crated partnerships with many other schools within the authority. This enables the schools to build a bank of joint resources and to share advice, training and development activities and expertise.

Where a pupil has an EHCP there is a legal requirement to provide an annual review at the point of the Year 6 transition. Transition Plans are drawn up in accordance to parental, pupil and staff views following the actions of a review meeting.

## **17. Links with other agencies and voluntary organisations**

Gawber Primary School invites and seeks advice and support from external agencies in the identification, assessment and provision of SEND. The SENDCO and Head Teacher are the designated persons responsible for liaising with the following:

- Education Psychology Service
- Behaviour Support Service
- Social Services
- Speech and Language Therapy
- Specialist Outreach Services

Representatives from voluntary organisations and other external agencies are invited to meetings throughout the year to discuss SEND provision and progress and keep staff up to date with legislation.

In cases where a child is under observation or a cause for concern, focused meetings will be arranged with the appropriate agency. Parents will normally be invited to and informed about any meetings held concerning their child unless there are over-riding safeguarding issues.

Signed \_\_\_\_\_ (Head Teacher)

Date \_\_\_\_\_

Signed \_\_\_\_\_ (SENDCO)

Date \_\_\_\_\_

Signed \_\_\_\_\_ (SEND Governor)

Date \_\_\_\_\_