

## EHCP

---

If it is felt that a child's needs can no longer be met at the SEND Support level, a review meeting will be held with parents, the class teacher and SENCO. Through the meeting it will be determined if there is a way of adapting the arrangements in place to meet the child's need(s) or if more support is required.

If it is agreed that more support is required the SENCO will gather all of the evidence from school and any external agencies that may be working with the child (this should be from over at least a two term period) and submit a request to the Local Authority to assess the child for an Education, Health and Care Plan (EHCP). The SENCO will guide parents through this process.

For those children that do have an EHCP, parents will be invited to a review meeting at least annually with the class teacher, SENCO and relevant outside agencies. During which, the details of the provision (type and amount of support) will be discussed. The outcomes of this are reported by the school to Local Authority. In addition, you will be invited to meet with the class teacher, and where possible SENCO, termly to review progress towards outcomes and agree new ones. We aim to coincide these meetings around the half term break of each term.

Further information about the Surrey's EHCP processes can be found on <https://www.surreylocaloffer.org.uk/kb5/surrey/localoffer/site.page?id=vnyP-vBI9DI>

## Outside Agencies

---

We work closely with a range of outside agencies that support some of our children identified with SEND. These include:

- Educational Psychologists (EP),
- Speech and Language Therapy (SALT),
- Occupational Therapy (OT)
- Learning and Language Support (LLS)
- Child and Adolescent Mental Health Service (CAMHS) practitioners

When outside agencies are involved in supporting a child you will be notified via letter or parentmail prior to their visit and a copy of any written report will be shared with you.

## If you are concerned

---

In the first instance, please do speak to your child's class teacher. The SENCO also holds SEND Surgery's (usually on the first Monday of the month) and appointments can be made via the school office. If this is not convenient, please do contact the school office to arrange a suitable time.

## Further information

Please visit the school website for further information about SEND at Wyke Primary

Further information about the SEND provision within Surrey can be found on the Surrey Local Offer website  
[www.surreylocaloffer.org.uk](http://www.surreylocaloffer.org.uk)

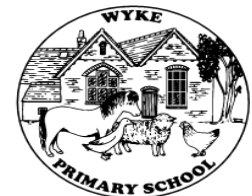
# Quick Guide – Special Educational Needs & Disability (SEND)

---

This is a quick guide to the Special Educational Needs and Disability provision in our school.

**SENCO/ Inclusion Leader:**  
Mrs Emma Stacey

**Contact details:** 01843 811197  
[emma.stacey@wyke.kite.academy](mailto:emma.stacey@wyke.kite.academy)



Autumn 2021

## What is SEND?

At Wyke we use the definition of special educational needs (SEN) taken from Section 20 of the Children and Families Act 2014.

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

- *have a significantly greater difficulty in learning than the majority of others of the same age (SEN)*
- *have a physical or mental impairment which has a long-term (a year or more) and substantial adverse effect on their ability to carry out normal day-to-day activities (disability)*

## Identification of need

We will feel it's crucial that children with special educational needs are identified as early as possible. When reviewing possible needs of children, we consider the needs of the whole child, which are broader than just the SEND and refer to Surrey's Profile of Need Document

There are four areas of need:

- **Communication and Interaction** – this includes children with speech and language delay, impairments or disorders, hearing impairment and those who demonstrate features within the autistic spectrum.
- **Cognition and Learning** - this includes children who demonstrate features of moderate severe or profound learning difficulties or specific learning difficulties such as dyslexia, dyscalculia, dysgraphia or dyspraxia.

· **Social, Emotional and Mental Health** - this includes children who may be withdrawn or isolated, disruptive, hyperactive or lack concentration. This can include ADHD, ADD and Attachment disorder.

· **Sensory and/or Physical Needs** - this includes children with sensory, multi-sensory and physical difficulties. It also includes children with sensory processing, integration or modulation difficulties.

## A graduated response

Every teacher is a teacher of children with special educational needs and disabilities. When any concern is initially noticed it is the responsibility of the class teacher to take steps to address the issue through High Quality Teaching that is appropriately differentiated and scaffolded. If through a process of assess, plan, do, review, the class teacher feels more support or investigation is required to meet a child's needs they will discuss their concerns with the parent and agree a plan of support and a time to review. Likewise, the same process would be followed if it is the parents raising the initial concern with the class teacher.



This forms the beginning of our schools graduated response. This relates to the identification, assessment and review of children with SEND and follows a continuous cycle of assess, plan, do and review.

Once the initial plan agreed by the parent and class teacher is reviewed, if it is felt the child has made sufficient progress no further action may be needed. If the parents and/or teacher continue to be concerned the SECNO is notified. This may result in further assessment and/or a discussion regarding the possible placement of the child on the school's SEND Register.

## The SEND Register

Children who are identified as needing SEND Support are placed on the school's SEND Register. Whilst on the SEND Register children will have a

- **One Page Profile** which tells those supporting the child key information to enable them to provide the best possible support
- SEND Support Arrangements Plan (**SEND SAP**) which outlines outcomes the child is working towards, how they will be supported and when they will be reviewed.

Whilst both the One Page Profile and SEND SAP are reviewed and adjusted on an ongoing basis in school, they are formally reviewed termly, usually with the class teacher and parents.

During 2021-22 the formal review dates are around the half term break, teachers are asked to share these with parents between

Aut '21 – 18/10-7-/11  
Spr'22 – 7/2 – 25/2  
Sum '22 6/6 – 17/6

SENCO is available for discussion surgeries: **Friday 15/10/21, 26/11/21, 10/12/21, 28/1/22, 25/2/22, 25/3/22, 29/4/22, 20/5/22, 24/6/22** Times can be booked through the school office.

## Further information

<https://www.wyke.kite.academy/our-school/special-education-send/>