



Littleton C of E Infant School

RESPONSE TO SEND 14 QUESTIONS

1. How does the school know if children need extra help and what should do if I think my child might have special educational needs?

- The school have good relationships with parents and encourage an 'open door' policy
- All children are regularly assessed and if it is felt children need extra help the class teacher and SENCo discuss appropriate support; with parents, school staff and outside agencies if required.
- Parents have regular meetings with staff and receive termly reports on their child's progress.
- All lessons are adapted to cater for the needs of all individuals and groups of children in the class. This ensures children are always working at the correct level and have suitable challenge.
- Progress is tracked termly and any child not making the expected progress is identified and lessons/ class groups/adult support are adapted to cater for their needs.
- If parents feel their child needs extra help they can discuss their concerns with the class teacher, SENCo or headteacher at any time.

2. How will the school staff support my child?

- Littleton values every child as an individual and encourages them to develop confidence, perseverance and an awareness of the needs of others.
- Every classroom has a visual timetable so that the children know what they are learning at each time of the day
- All lessons are responsive to the needs of all individuals and groups of children in the class. This ensures children are always learning at an appropriate level and .
- All teachers are fulltime QTS qualified teachers.
- We offer social, behavioural and emotional support groups as the need is identified
- As a Christian school we believe in nurturing each child as a precious and unique individual

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

- We visit preschools, to give us a more rounded picture of each child.



- During the first few weeks of school we observe the children, to ensure that we will be catering appropriately for their needs.
- The curriculum is adapted as required to build on the children's previous knowledge and learning.
- Children's opinions are sought and acted upon on a regular basis to make the learning accessible for them. This can be through the school council meetings, children's questionnaires, discussion with subject leaders and parent consultations.

4. How will both you and I know how my child is going and how will you help me to support my child's learning?

- Parents have regular meetings with staff and receive termly report on their child's progress. Targets or next steps are set after discussion with the child and parents.
- A member of staff is always available to discuss informal issues at the beginning and end of each day.
- Home learning each week has a section informing parents about the next weeks learning and key vocabulary the children will be using.
- Workshops are offered to help parents to support their children's learning.
- Parents are encouraged to listen regularly to their children reading and given guidance by staff on areas to focus.

5. What support will there be for my child's overall wellbeing?

- Staff put a high priority on nurturing children's overall wellbeing because happy children love to learn.
- Children need to feel safe in school and through questionnaire we know children feel safe and who they can talk to if they have a problem.
- Assembly takes place on a daily basis and challenges the children's thinking about themselves and their wellbeing. This is also continued through the SEAL programme of personal, social, emotional and health education.
- Children if required can be supported in school through the help of the school nurse, educational psychologist, home school link worker and other outside agencies.

6. What specialist service and expertise are available or accessed by the school?

- Home school link worker is available to all children and parents for social and emotional support.
- We have regular contact with Local Authority support systems such as occupational therapy, physiotherapy, mental health services, behaviour support and learning and



language support, English as an additional language support and educational psychology service.

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

- All teachers have qualified teacher status and attend regular training to update their knowledge. Weekly staff meetings and inset days are used to share and update knowledge too.
- We have qualified higher level teaching assistants within the school to support children's learning, including specific programmes for children with special educational needs.
- All staff have up to date first aid and safeguarding training.
- SENCo has a certificate in the coordination of special educational needs and supporting children with literacy difficulties.

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

- We ensure all children can access any activity that takes place outside the classroom. This may be through providing additional transport wheelchair provision or other such support.
- We ensure risk assessment identify any hazards and act accordingly on these. Teachers where possible carry out visits to assess the venue for health, safety and accessibility.
- Additional adult support through parents, ensure all the children can access the activities.
- All staff have up to date first aid, epipen and safeguarding training.

9. How accessible is the school?

- We have wheelchair access to both ends of the school.
- The school is one level with no stairs.
- We have a allocated disabled toilet shower room.
- Toilets in each cloakroom attached to each class.
- Agreed parking space in staff car park if required.

10. How will the school prepare and support my child to join the school, transfer to a new school or the next stage of education and life?



- Each child is offered a home visit prior to starting school. This is an opportunity for parents to share their knowledge of their child with the staff.
- We also visit preschools, to give us a more rounded picture of each child.
- During the first few weeks of school we observe the children, to ensure that we will be catering appropriately for their needs.
- Transition programmes are in place to support children moving on to their next class and school. This is done through visits to new schools, transition books with photos and discussions between teachers. If the children require additional support the home school link worker will support them through this difficult time.
- At the beginning of each year the teacher has a curriculum talk for parents to discuss the year ahead.
- We work well with the other local primary schools and attend events such as plays and sports competitions.

11. How are the school resources allocated and matched to children's special educational needs?

- All children have access to all school resources.
- Specific resources are purchased as identified to cater for individual needs, eg pencil grips writing wedges, computer programmes, etc.

12. How is the decision made about what type and how much support my child will be receiving?

- Decisions are made following discussions with the class teacher and SENCo,
- The decisions may be based on advice from outside agencies such as Behaviour Support and Learning and Language Support and in conjunction with parents
- Levels of support for individually children are reviewed depending on how much progress they have made and with an awareness that their levels of support might change

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

- Parents are welcomed into the Home School Association (HSA) with events throughout the year.
- We encourage parents to come in and help out in the classrooms, especially during themed weeks and to support reading, art activities and school trips.
- Parents are invited to become school governors when vacancies arise



- There is a parent forum which meets termly to discuss school issues.
- Parents are invited to attend school performances, sharing assemblies, sports days, weekly Family Service and Reflection Assembly and celebrations of learning.
- We provide workshops for parents to help them support their child's learning.
- We have a weekly learning letter for parents giving up to date information about events in the school.

14. Who can I contact for further information?

- You can contact the school by telephone 01932 563271 or email info@littleton.surrey.sch.uk
- You can book a school tour any time of the year with the head teacher by ringing the office.