



## Identifying special educational needs (SEN)

Liaison with primary schools, visits by the SENCo to the feeder schools, and information from parents help create a detailed picture of the pupils and their needs before they arrive at Kingshill. Pupils can make extra visits in the summer term so we can talk to them and ensure we know their needs and what works for them. Once here we assess pupils so we know their starting point.

### Assessing Pupils

Completed by all pupils in Year 7:

- Reading comprehension.
- Spelling Age.
- Cognitive Ability Tests.
- STAR reading test which gives a reading level for the Accelerated Reader Scheme.

Additionally pupils on the SEN register are tested on:

- Individual word reading.
- Receptive language (BPVS).
- Writing and typing speeds.
- Reading speed.
- Sandwell Early Numeracy Test (for those that have numeracy intervention).
- Vernon Arithmetic Test (for those that have numeracy intervention).

Pupils who have intervention are tested at least three times a year and the results are reported to parents.

## Provision

The site is accessible to **wheelchair users** and we have a **lift** to access the upper floors in the main building. We have a disabled toilet, two classrooms and an exercise room in the **Learning Support** area.

We have a team of **23 Teaching Assistants (TAs)**, all have an NVQ 3 qualification or above, or have a degree. The **Behaviour and Emotional Support Manager** supports pupils individually, in groups and pairs for those pupils who need to work on social interaction skills and behaviour. Two **TAs** work alongside the **SENCo** delivering support for literacy and numeracy. There is a programme of continuing professional development for staff and this has included in the last year-, autism, hearing impairment, working with pupils with physical difficulties and behaviour management.

For pupils with an **Education Health and Care Plan**, keyworkers are allocated. Most of the support will be in class to allow pupils to access the curriculum. All bottom set Maths classes have TA support otherwise it is mainly focused on English and the Humanities where there is a high literacy content. We have **specialist TAs in Maths and English**, other TAs are linked to faculties. **Homework club** runs twice a week and each provision is staffed by two TAs, Tuesday for Year 7 and Thursday for Year 8, with accessibility to computers to provide support for coursework and homework.

For those pupils in Year 7 below age related levels on the **National Curriculum Tests** at the end of Key Stage 2, we offer support group work for literacy and for numeracy three times a week taking place in alternate terms. Support groups run out of Modern Foreign Languages. **Read Write Inc** materials are used to deliver this support for literacy. This continues in Years 8. In Year 9 there is a focus on study skills and preparing for GCSEs.

As pupils make progress and their levels improve they will no longer need support and will be taken off the SEN register.

At **Key Stage 4** a small number of pupils may use one of their option choices to have continued support for literacy skills. Some pupils complete Functional Skills English and Maths and the Asdan Award. Pupils are given a free choice of **GCSE** subjects and **BTEC** in Art and Design, PE and Children's Play, Learning and Development are available to pupils.

Strategies to support pupils with **SEN** are identified on the **One Page Pupil Profiles** these are available to all staff, and are discussed and reviewed with students.

Some pupils may need **Access Arrangements** for exams and tests. If they meet the criteria for this support, pupils may have a reader, extra time, the use of a laptop, a prompter or rest breaks. Testing for this is completed by Mrs Cannon in Year 9.

## Medication Provision

There is a range of support agencies and these are regularly in school to give advice and support including:

*Physiotherapist.*

*Speech and Language Therapist.*

*Advisory teachers for Hearing Impairment or Visual Impairment, Communication and Interaction, Cognition and Learning, Social Emotional and Mental Health Needs (SEMH) and for pupils with physical difficulties.*

*Educational Psychologist.*

## Review and Evaluation

Frequent testing of pupils in terms of reading and spelling and monitoring of Pathways means we can measure the progress of pupils. As pupils make progress they come off the SEN register, if pupils are not making adequate progress we look to change the support we offer, perhaps increasing support for literacy. Profiles are sent home four times a year, they detail targets that have been set and progress made for those that have literacy and numeracy intervention. Pupil views are also collated in our yearly survey.

## Communication

Discussions with pupils, parents and teachers feed into the Individual Education Plans. These are sent to parents four times a year.

**Progress Reports** are sent for all pupils three times a year, commenting on Pathways and attainment, homework effort and behaviour. Parents can see the SENCo at the parents evenings (twice a year), discuss issues on the telephone (Mrs Slade the SEN Admin Assistant works daily from 10:15am – 2:30pm), through e mail contact and also face to face meetings.

For those students who have a **key worker** there is regular feedback and communication.

Communication with the primary schools and previous schools for those pupils who move school at Key Stages 3 and 4 will allow a full picture of pupil need to be identified. We have regular contact with **post 16** providers to make sure pupils with SEN access appropriate courses on leaving Cirencester Kingshill School.



## Getting in touch:

If you need to get in touch to discuss any issues, to find out more or make a complaint there are a number of ways you can do this:

- Mrs G Cannon, SENCo
- ☎ Telephone 01285 651511 ext 238.
- ✉ By E mail  
[gcannon@cirencesterkingshill.co.uk](mailto:gcannon@cirencesterkingshill.co.uk)
- ☎ For new parents contact the Headteacher's PA to make a school visit.
- Ask for an individual meeting.
- ☎ Contact the SEN Governor Mrs M Richards, through the school.

## Further sources of information:

- 📖 The SEN policy is available at <http://www.cirencesterkingshill.gloucs.sch.uk/school-information/school-polices/>
- 📖 The Accessibility Policy is available at <http://www.cirencesterkingshill.gloucs.sch.uk/assets/Uploads/PDF/SEN-Disabilities-Policy.pdf>
- Parent Partnership at Shire Hall, Westgate Street, Gloucester, GL1 2TP
- 🖥 See Website for teaching strategies used for pupils with various SEN/D.
- The SEN governor report is available at: <http://www.cirencesterkingshill.gloucs.sch.uk/assets/Uploads/PDF/SEN-Disabilities-Policy.pdf>