

Billing Brook SEN Information Report 2014

An SEN Information Report will be updated annually to reflect changes and plans within the school. The report states the current provision within Billing Brook School.

What are the kinds of special educational needs for which provision is made at Billing Brook School?

This is an academy day special school for children aged 3-19 years. Children will be provided with an appropriately paced and differentiated curriculum. In Billing Brook School - the pupils identified needs will be complex and significant in the area of cognition and learning as described in the SEN Code of Practice. The pupil may also have associated needs in the areas of emotional/social and communication and interaction (autistic spectrum disorder and/or speech and language difficulties). In addition pupils may have sensory or physical difficulties. The admission arrangements for our pupils can be found on our website within the admission policy.

More detail on our commitment to high quality educational provision for all our children is detailed in our Teaching and Learning Policy.

What are the school's policies for the identification and assessment of pupils/students attending the school?

All pupils/students will be under assessment or have a statement of special educational needs or, from September 2014, an Education Health and Care Plan (EHCP). This year families of children entering school have been involved in the new process of requesting an Education Health Care Plan supported by colleagues from Northamptonshire Local Authority. We are receiving these draft plans in the Autumn term and will be continuing to work closely with our families then.

Further information on the admissions process to our school can be found on our website.

What is the provision for pupils/students at Billing Brook and how is it evaluated?

All pupils/students attending Billing Brook will have a Statement of SEN or an EHC Plan. There may be agreement with the LA that a child or young person is placed pending the outcome of an assessment for a EHC Plan. Associated policies in this area are accessible on our web site.

Our School is a place where everyone is treated with dignity, with respect and is of equal worth.

Our vision is to develop a highly effective learning community.

Our key purpose is the construction, delivery and constant improvement of quality learning experiences appropriate to the needs of all our pupils/students.

To achieve our vision we aim to:

- Create a happy and secure learning environment where all pupils/students needs are met and where achievements and success are recognised and praised.
- Ensure that all the National Curriculum/statutory curriculum guidance is delivered to all pupils/students.
- Provide all staff with training and development opportunities to enable effective practice.
- Promote the pupils/students spiritual, physical and emotional well-being so that they are secure, confident and well motivated.
- Help pupils/students acquire the knowledge, skills and confidence which enable them to lead as full, interesting and independent lives as possible.
- Develop in pupils/students personal responsibility and encourage decision making and choice, communicating through whatever means appropriate.
- Provide a wide range of age-appropriate learning experiences, which are both exciting and challenging.

- Offer opportunities of working co-operatively alongside others, developing friendships and respect for others.
- Provide pupils/students with experiences of their own and other religious and cultural backgrounds and values.
- Foster relationships with parents and other professionals.

Further details of all areas of our school curriculum and assessment processes can be seen in our teaching and learning policy. As our school offer develops there will be more information available on work within our school. We have liaised with our parents/carers on developing our school offer to ensure it includes useful information and answers their questions. The school offer will be active in September 2014 and updated regularly to ensure information is correct.

All staff have a responsibility to meet the needs of all the pupils/students at Billing Brook.

The school contact details are also on the website where you will be able to access senior management or your class teacher.

Staffing levels are enhanced so that pupils are usually taught in classes of up to 10 with a teacher and at least two teaching assistants and on many occasions level 3 or 4 teaching assistants. Staffing levels are kept under review and adjusted dependent upon the needs of the group.

The school receives advice from a range of health professionals in order to meet the needs of the students as assessed by the appropriate professionals. We are working closely with our health and social care colleagues to implement the new SEN Code of Practice. We will work closely in the new year to keep parents/carers informed of the changes and next steps for their families.

What training do staff have in relation to the needs of pupils/students at The Bridge?

All staff have clear job descriptions which detail the required qualifications for each post in school. All staff have a core training programme related to their work as a teaching assistant, senior teaching assistant or teacher - details of this are in our SEN Policy. We have newly qualified teachers starting with us in September 2014 and they have a weekly training programme to support their work in schools.

How will equipment and facilities be provided to support pupils/students at Billing Brook?

Billing Brook School is a building which has been adapted over the years. The site is fully accessible, however this is an area of development. Accessible lifts are available in key areas.

Our Abbeyfield satellite is fully accessible, as is the Primary Autism provision at The Grange.

Our SEN policy details the wide range of provision for our children including the range of equipment and facilities for children with different needs. This policy can be found on our website and is reviewed annually.

All parents and families are welcome to visit the school prior to their child or young person attending the school and transition arrangements will be made.



What are the arrangements for consulting parents of children/young people at Billing Brook and involving them in the education of their child?

At Billing Brook - parents are fully included in the process of working with their children/young adults.

This includes:

- Initial visits to school
- Introductory meetings
- Daily home/school book for information exchanges and key messages
- Termly parent/teacher meetings including update from professionals
- Two school reports a year - one curriculum and one linked to annual review of statement/EHC Plan including a review of an Individual Health Care Plans as appropriate
- Annual Review meeting and report
- Parent workshops and training
- Coffee mornings
- Parental Representation on Governing Body
- Parent involvement in changes in school through informal and formal consultations

What are the arrangements for consulting young people at Billing Brook about, and involving them in, their education?

All children and young people in our school are treated with dignity and respect. There is full personalisation for the curriculum for each pupil/student in order that they can access and experience success through-out their school life.

The School Council involves students to contribute and decide on aspects of school life relating to their needs.

The assessment and annual review process of statements of SEN and EHC Plans includes the choices and views of pupils/student.

What are the arrangements made by the governing body for dealing with complaints from parents/carers of pupils/students in relation to the provision made at Billing Brook?

The process for all complaints is made available in the parent handbook which is updated each year. The complaints procedure is also available on the website.

How does the governing body involve others - including health, social services, local authority services and voluntary organisations, in meeting the needs of pupils/students at Billing Brook and in supporting their families.

We have a wide range of staff working together within the school to support the children, young people and their families. Some are employed directly by the School, others have different lines of management as can be seen below.

Classroom staff are employed directly by the school. This includes teachers, teaching assistants and lunchtime supervisors. Admin staff are also school employees.

Other professionals work for a range of agencies - some are based within the school, others have office bases elsewhere and work in school on particular days or as necessary.

School Nurses, Speech and Language Therapists, Occupational Therapists, CAMHS LD team and Physiotherapists are employees of Northamptonshire Health Trust. All these professionals work within school training staff, advising staff, working with children and young people.



Transport to school is organised by the Local Authority not the school. Transport staff are employed by the transport companies.

There are social workers for children/young people with disabilities who are Local Authority Employees and are based within the Children Specialist Services.

All contact numbers for support services, described above, are within the parent handbook and are on the Northamptonshire County Council Website. If you have a query relating to these areas it is best to contact the professionals directly. This will ensure that your message/queries/concerns are dealt with in the most efficient way.

What are the school's arrangements for supporting pupils/students in transferring between phases of education or in preparing for adulthood?

All transitions are well planned for through-out school as children and students move from class to class and phase to phase. Parents/carers always have the opportunity to meet the new teacher and class staff.

Students are increasingly supported in planning for their transition from school to adult life. Staff from Horizons (previously known as Connexions) and the Transition Team work with pupils in school to get to know them and to advise both pupils/students and parents/ carers on what is available after leaving The Bridge.

Where is the information on the Northamptonshire local offer published?

There is further detail on our website on our own school offer for SEND and this links to the Local Offer on the Northamptonshire web site

<http://www.northamptonshire.gov.uk/en/councilservices/EducationandLearning/special-educational-needs-disability-support/local-offer/Pages/default.aspx>

If you have any queries or requests for policies or information relating to this report please contact the school office or the Headteacher on 01604 773910.

Report prepared in September 2014

Review: Autumn Term 2014

