



SEND Overview

Stage	When	Who is involved	Action	Timeframe
Cause of concern	Pupils progress and/or development is causing concern. No or little being made.	Class teacher	<ul style="list-style-type: none"> • Early intervention • Progress meeting highlights • Provision mapping • Targeted intervention • In class targets/next steps 	6 weeks
Initial concern	After 6 weeks of early intervention and targeted support. Still concerns regarding progress and/or development.	Class teacher Parents	<ul style="list-style-type: none"> • Initial concern template completed in a meeting with parents • Targets and intervention put in place • Adaptive teaching linked to targets and next steps • Reviewed in progress meetings • Pupil voice completed • Reviewed with parents after 6 weeks 	6 weeks
SEN support	If no progress and still a concern, then SEN targets are put in place to address concerns.	SENCo Class teacher Parents	<ul style="list-style-type: none"> • Progress meeting • Provision map • Planning • Interventions • SEN targets • Meeting with parents – termly • Pupil voice • Review in progress meetings half termly 	2 terms (unless further concerns)
SEN support (with outside agency involvement)	After no or little progress and developing concerns from all, then advice is sought from outside agencies relevant to concerns.	Class teacher SENCo Parents External agencies	<ul style="list-style-type: none"> • Parent voice • Pupil voice • Review of targets • Assessments / observations from agencies • Actions addressed and additional targeted intervention 	Review termly at target meeting and half termly in pupil progress meetings
Statutory assessment – EHCP	If progress is still not being made and school and outside agency support can't meet needs, then an EHCP can be applied for. This enables specific targets to be set. Requested by parents with school support.	Parents Class teacher SENCo Agencies	<ul style="list-style-type: none"> • Evidence collated • Application completed • Panel meeting 	20 weeks
EHCP is successful	Local authority decides that an EHCP is required to meet the child's needs	Parents Class teacher SENCo Agencies SEN Officer from HCC	<ul style="list-style-type: none"> • Teacher to follow targets • Planning – Adaptive teaching • At times – dependent of need, the child may be allocated additional TA support • Targeted planning • SEN targets • Annual review meeting for all involved – sent to LA 	Ongoing target reviews and annual review meetings

All SEN targets and one Page Profiles are reviewed in October, February and June. These are reviewed by the class teacher and parents. Copies for SENCo /Parents/ Class inclusion file.

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 Aspiring for excellence for all, together as a catholic community.