



**THE CAMDEN
SCHOOL FOR GIRLS**

SEND Information report



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1. SEND information report

1.1 The kinds of SEN that are provided for

Our school currently provides additional and/or different provision for a range of needs, including:

- Communication and interaction, for example, autistic spectrum disorder, Asperger's Syndrome, speech and language difficulties
- Cognition and learning, for example, dyslexia, dyspraxia,
- Social, emotional and mental health difficulties, for example, attention deficit hyperactivity disorder (ADHD),
- Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy

1.2 Identifying pupils with SEN and assessing their needs

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better the child's previous rate of progress
- Fails to close the attainment gap between the child and their peers
- Widens the attainment gap

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEN.

This may include progress in areas other than attainment, for example, social needs.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.

In line with the SEND Code of Practice 2014 the school considers, "A pupil has SEN where their learning difficulty or disability calls for special educational provision, namely provision different from or additional to that normally available to pupils of the same age."

In order to support students with SEND, a graduated response is used that includes a wide range of strategies. The interventions in the Code of Practice 2014 are not to be viewed as 'steps' towards a statutory assessment: the interventions provide a graduated response of provision that is appropriate in addressing students' SEND needs. The 'assess, plan, do, review' model is used to ensure that students needs are identified and supported. The class teacher is central to this process with support from the Learning Support department.

The starting point for any action will always be a review of the strategies already in place in the classroom and the way these might be developed. The following issues should be taken into account:

- the child's learning characteristics – their strengths and weaknesses
- the learning environment the school is providing
- the tasks or activities involved – what the student needs help with and what the student can do independently
- the teaching approach or strategy being used

The key test of the need for support is evidence that current rates of progress are inadequate. There should not be an assumption that all students will progress at the same rate.

Progress of a student will be measured by:

- teacher observation and assessment
- National Curriculum levels
- descriptive profiles

Conversations with parents play a key part in raising early concerns about a student's progress; initially with class teachers, tutors or Heads of Years. The school shares progress data with parents with Progress Checks and Profiles

Baseline Testing and information:

All students take the verbal, non-verbal reasoning and numerical sections of the CAT test in the autumn of year 6, as part of the School's admissions process. They take a second CAT test in the autumn of year 7.

KS2 SATs results are used to evaluate progress at primary school as well as a review of the information received from the previous school.

Students with below average scores in KS2 SATs or low CAT scores, and students who are not making expected progress across the curriculum despite support through Quality First Teaching may be tested using a range of diagnostic tests throughout KS3 to ensure that any additional needs can be met.

We use

- Access Reading Comprehension
- York Assessment of Reading Comprehension (YARK) for single word reading
- Test of Word Reading Efficiency (TOWRE)
- Test of Memory and Learning (TOMAL)
- Comprehensive Test of Phonological Processing (CTOPP)
- Detailed Assessment of Speed of Handwriting (DASH)
- Gray Oral Reading Test (GORT)

The school considers, in line with the Code of Practice 2014 that the following concerns are not special educational needs, but may contribute to or compound any SEND difficulties and are therefore monitored:

- short term lapse in progress and learning
- attendance and punctuality
- health and welfare
- housing difficulties
- English as an additional language
- being in receipt of Pupil Premium
- being a Looked After Child (LAC)
- behaviour

1.3 Consulting and involving pupils and parents

We will have an early discussion with the pupil and their parents when identifying whether they need special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty
- We take into account the parents' concerns
- Everyone understands the agreed outcomes sought for the child
- Everyone is clear on what the next steps are
-

We will formally notify parents when/if it is decided that a pupil will receive SEN support.

The Learning Support Dept. holds regular coffee mornings for parents of students with SEND or those who may have questions about SEND. These are advertised in the Friday Newsletter which emailed weekly.

If a student is identified as having SEND, the SENDCo will write specific learning strategies for them which will be shared with the class teacher to help adapt their teaching to meet need. These strategies will take account of input from parents, the student themselves and possibly specialist professionals.

1.4 Assessing and reviewing pupils' progress towards outcomes

We will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

- The progress of all students is tracked by class teachers, department heads, heads of years, as well as the Senior Leadership Team, (SLT). The Learning Support department monitor the progress of the SEND students that it supports. This may be through analysing progress by looking at the Tracking sheet (a summary of departmental National Curriculum levels) or through the department's own testing using norm reference tests or through teacher testing as part of the support programme.
- Parents are informed of progress by annual progress checks and profiles. progress of students with SEND may be measured by the departments against long or short term targets and then next steps for learning / new targets are set.
- Targets may be set with individual teachers as part of their support programme.
- Parents are notified of progress at Parents Evenings, informal / formal Annual Review meetings in the Learning Support departments, as well as through the use of a Home School planner, emails and phone calls home.
- When an outside agency e.g. an occupational therapist assesses a student and the school is sent a report, this is then summarised and any recommendations and strategies are noted. These are acted on and reported to all the students' class teachers in the form Learning Strategies. This document is to provide information to help the teachers plan appropriate work and support students' progress and well-being. Parents are sent a copy of this document, which is updated annually, and can liaise with the Learning Support department to discuss and amend the document, to further aid learning.

1.5 Supporting pupils moving between phases and preparing for adulthood

During Year 10 and Year 11, all students with SEND have a number of meetings with a connexions careers advisor in school to determine potential pathways post 16 and provide them with information about these courses. In the Autumn and spring terms of Year 11, form tutors, EWO and the SENDCo will liaise with families to ensure that appropriate applications are being made.

We will share information with the school, college, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.

1.6 Our approach to teaching pupils with SEN

Teachers are responsible and accountable for the progress and development of all the pupils in their class.

High quality teaching is our first step in responding to pupils who have SEN. This will be differentiated for individual pupils.

We will also provide the following interventions:

- LSA in-class support for students who have an EHC Plan in place across the curriculum
- Small group teaching for Y7 Mathematics and English
- Support for KS3 and KS4 withdrawal groups or 1-1 as appropriate
- Study skills support for SpLD
- Specific support for students who need assistance during GCSE and A level examinations e.g. readers, scribes
- Language and vocabulary support, 1-1 or small group KS3
- Social Communication support, 1-1 or small group for students with ASD or communication needs
- Advice on differentiation of the curriculum (consultation with subject teachers)
- assessment of students where appropriate, for exam concessions (Access Arrangement in present terminology)
- 1:1 meetings with Learning mentor to support overcoming barriers to learning and provide support for emotional well being

Parents/carers and students have the responsibility to work together with staff to ensure that the SEND needs of students are met.

1.7 Adaptations to the curriculum and learning environment

We make the following adaptations to ensure all pupils' needs are met:

- Reasonable adjustments are made for students on the Autistic spectrum e.g. a time out card may be supplied, or a reduced curriculum to provide time for the student to access the core curriculum, supported by a teacher of LSA.
- Adjustments are made for students with visual (VI) and hearing (HI) Impairments e.g. assisted technology is provided, class materials may be enlarged or supplied electronically to individual students. Teachers of HI students regularly review their teaching strategies, in discussion with the HI teaching specialist and HI students to maximise progress.
- Review meetings are held regularly with relevant professionals. Arrangements are made to ensure that students with SEND are able to access exams and other assessments.
- Suitably qualified teachers in the Learning Support department assess the needs of students, either by testing them individually or using reports sent to the school by outside professional e.g. educational psychologist or doctor. The Exams Officer then applies for Access Arrangements from the JCQ Board (Joint Curriculum and Qualifications Board) and ensures, in conjunction with the SENDCo, that suitable arrangements are put in place e.g. reader, scribe, rest breaks.

Special Facilities that assist Access to the School for SEND

Generally the school buildings do not permit easy access for physically disabled students with limited mobility. There is however access to the ground floor of the main school and sixth form house. While the Camden Road building is fully accessible, with a lift, only three subjects are taught there. (**Accessibility Plan – see our website**)

Currently we do have specialist facilities for students with hearing impairments. These are induction loops which are positioned in the main school hall, on the second and third floor of the main building. The loop takes a sound source and transfers it directly to a hearing aid without background noise, interference or acoustical distortion. In addition for particular students, teachers wear radio aids to help amplify the sound for the students' hearing aids.

1.8 Additional support for learning

We have 6 teaching assistants in the Learning support department. A number of these are trained to deliver interventions such as Elklan speech and language support and numeracy catch up.

Teaching assistants mainly support pupils within the classroom, liaising with the subject teacher to support students in removing barriers to learning.

Teaching assistants may support pupils 1:1 or in small groups with specific focus such as numeracy as necessary.

Allocation of Resources to and Amongst Students with SEND/Funding

The school receives annual grants from the Local Authority called Delegated Funds. The grant contributes to the staffing and curriculum costs of SEND support, funding: the LST, HLTA, SLT and EP. In Key stage 3 it finances the reduction of class sizes in the core subjects: English, Maths and Science, to allow small group settings to be introduced, which supports the progress of SEND students. A small number of students also receive targeted support in the core subjects, in place of modern foreign languages. In Key Stage 4 it finances the vocational courses, such as Health and Social care or Hair and Beauty.

Where appropriate, if a SEND student is eligible for Free School Meals (FSM) the school may also use the Pupil Premium funding to finance the SEND support. This could be for instance: assisted technology equipment, one to one tuition, speech and language or support from the Educational Psychologist.

We work with the following agencies to provide support for pupils with SEN:

The Educational Psychologist (EP)

The Educational Psychologist makes a number of visits to the school each year. Referral is via the SENDCo, Deputy Head or Head of Year. Staff can refer a student to the EP for assessment when a student is consistently underachieving across the curriculum despite evidenced support delivered through Quality First Teaching. Any EP work with students requires written parental/carer consent on an eCAF referral form. This document is written in conjunction with the parents, who provided background information and their opinions are sought.

The role includes:

The assessment of the needs of individual students advice for teachers and parents as to how to support a particular student or groups of students

Attendance at annual reviews as appropriate

Attendance at strategic planning meetings

Observations of students in class and follow up advice to teachers

Seeking information from other professionals and advice on suitable courses of action

Running interventions

Coordinating professionals and advising around the EHC Needs Assessment process

Education Social Work Officer (EWO) supports attendance, contributes where relevant to girls with an EHCP. The EWO is based in school and may make a home visit or request additional support or appropriate short or long term placements.

Referral: via HOYs.

Learning Mentors support students in overcoming barriers to learning. These may be emotional, behavioural, attendance or learning. Frequency of sessions is dependent on the individual situation. Learning Mentors are based in school.

Referral: via HOYs or deputy head.

Connexions Personal Advisor supports students in developing their future plans, both educationally and/or vocationally. Students with EHCPs are seen annually from year 9 onwards and the Connexions advisor also attends the Annual Reviews. The Connexions advisor is based in school.

Referral: via HOYs.

Tavistock Clinic – Child and Family department provides counselling for individual students and their parents/carers. Sessions may be during or after school, either at the Tavistock Clinic or on the school premises.

Referral: via HOYs, SENCO or Educational Psychologist.

Social Services – *Children in Need, Child Protection, Family Services.*

Referral: via deputy Headteacher.

School nurse advises on medical needs of students, in school two days a week.

Referral: via HOYs or SENDCo or student self-referral.

Speech and Language Therapist advises and assess the speech and language needs of students. They also work with the core curriculum departments to develop and differentiate the curriculum. The school has bought additional services from the NHS and a speech and language therapist works in the school half a day a week. Additional referrals are made to the out of school NHS service for assessment, one to one support and advice.

Referral: via SENDCo.

Advisory Teacher for Hearing Impairment (HI) advises on the needs of hearing impaired students. She works with an HI technician to test all equipment of students with HI. She also contribute to the In-class Strategies documents, attends and writes reports for Annual Review; conducts in class observations and after discussion with SENDCo, students, LSAs and teachers, advises on strategies and best practice.

Referral: via SENDCo.

Advisory Teacher for Visual Impairment (VI) advises on the needs of visually impaired students. He contributes to the In Class Strategies documents, attends and writes reports for Annual Review, conducts in class observations and after discussion with SENDCo, students, LSAs and teachers, advises on strategies and best practice.

Referral: via SENDCo.

Secondary Behaviour Support Service: 115, provides short-term places for pupils with behavioural issues.

Referral: via deputy head.

Special Educational Needs and Disability Information Advice and Support Service (SENDIASS)
Camden LA: SENDIASS@camden.gov.uk

(funded by the borough but totally independent)

An additional service which support parents of SEN students and SEN young people.

Great Ormond Street, University College Hospital and Royal Free Hospital Schools: provide short and long term placements for students with medical related needs. The school liaises with the hospital schools to ensure that the student is provided with relevant curriculum support.

Child Adolescent Mental Health Service (CAMHS): provides support for students with emotional needs and their parents /carers on site at CSG. This support is provided by psychotherapists who come into school once a week and may be either with the student on their own and / or with the parent / carer.

Referral: via deputy head.

Records of visits and reports by all agencies are put on the student's main school file, they are treated as confidential and access to these files is controlled. When the Learning Support department is sent reports by outside agencies, any recommendations are acted on, if relevant they are summarised to help teachers plan work appropriately and then carefully stored.

1.9 Expertise and training of staff

Our SENCO has 1 years experience in this role and has worked as a Head of Department and a mathematics teacher for 23 years.

We have a team of 6 teaching assistants and 1 Learning support specialist teacher. Teaching assistant staff includes 1 higher level teaching assistant (HLTA) who is trained to deliver SEN provision.

The LST has post graduate qualifications in Specific Learning Difficulties, Diploma in SpLD. This also qualifies her to make assessments for Exam Concession (Access Arrangements).

Training

There are three levels of training / development for SEND

1. Basic awareness- for those in contact with students with particular SEND
2. Enhanced – for those working regularly with students with particular SEND e.g. to adapt teaching and learning

3. Specialist – in depth training: for staff in the school who advise and support on specific needs.

In-service Training on Special Educational Needs

The SENDCo is supported by Camden Local Authority through half termly SENDCo Forum meetings and INSET. Staff are offered a range of training by SENJIT (Special Educational Needs Joint Initiative for Training) which is based at the Institute of Education.

The INSET or training needs of all learning support staff are reviewed annually. The SENCO also provides INSET to NQTs and BTs and as appropriate to all teaching staff and governors.

1.10 Securing equipment and facilities

- Currently we do have specialist facilities for students with hearing impairments. Advice and guidance is obtained from the Camden LA Hearing Impairment Specialist. These are induction loops which are positioned in the main school hall, on the second and third floor of the main building. The loops take a sound source and transfer it directly to a hearing aid without background noise, interference or acoustical distortion. In addition for particular students, teachers wear radio aids to help amplify the sound for the students' hearing aids. Adjustments are made where appropriate for exams e.g. extra time.
- Reasonable adjustments are made for students with Visual Impairments (VI). Advice and guidance is obtained from the Camden LA Visual Impairment Specialist. On the recommendations of an Occupational Therapist Assisted Technology can be purchased. Teachers may enlarge work or send it to the student via email for easy access. Adjustments are made for examinations e.g. extra time and computer access.
- Physical aids are purchased for students with physical disabilities on the recommendations of an occupational therapist e.g. a sloping desk, cushion, weighted pens and equipment for maths and design and technology. <http://www.localoffer.camden.gov.uk/template/10/occupational-therapy-service>
- Disabled toilets are to be found on the ground floors of the main building and the Camden Road building.

1.11 Evaluating the effectiveness of SEN provision

We evaluate the effectiveness of provision for pupils with SEN by:

- Reviewing pupils' individual progress towards their goals each term (in development)
- Reviewing the impact of interventions after 6 - 12 weeks
- Data reviews
- Pupil feedback (in development)
- Monitoring by the SENCO
- Using provision maps to measure progress (under review)
- Holding annual reviews for pupils with statements of SEN or EHC plans
- Use of the Departmental Improvement Plan (DIP). This reflects the initiatives that the department prioritises each two year cycle. This cycle 2018-2020 concentrates on: the continuity and development of high quality teaching which engages and includes all learners; building on current exceptional performance of learners with SEND; and working alongside and in partnership with parents and carers.

1.12 Enabling pupils with SEN to engage in activities available to those in the school who do not have SEN

All of our extra-curricular activities and school visits are available to all our pupils, including our before-and after-school clubs.

All pupils are encouraged to go on our residential trip(s)

All pupils are encouraged to take part in school plays/special workshops.

No pupil is ever excluded from taking part in these activities because of their SEN or disability.

- The school offers a wide range of activities in order to appeal to and meet the needs of students with their different interests, strengths and capabilities.
- Some SEND students are given support outside of lesson time e.g. morning registration and lunch times to enable them to access meals and be supported in the less structured part of the school day.
- Barriers to participation are removed by planning and consultation e.g. for school trips teachers consult with students, parents and activity leaders to ensure that provision is made for disabilities and activities are modified as necessary, while appropriate transport is provided.
- PE lessons are made accessible through consultation with occupational therapists for individual students. Reasonable adjustments are made to lesson planning and the curriculum.
- Students with SEND are encouraged to take responsibility in their tutor groups and for the school e.g. being form rep on the school council, helping at parents evenings, running a charity stall at break time.

Access Plan

Access to the curriculum and information: *see Appendix 1: School Access Plan* (see our website)

1.13 Support for improving emotional and social development

We provide support for pupils to improve their emotional and social development in the following ways:

- Learning Mentors, Counsellors and psychotherapists work at the school. Referrals are made through the Heads of Years and Deputy Head. They work with students on a range of issues: bullying, friendships, anger management and family related issues.
- The psychotherapist support is from CAMHS. <http://www.localoffer.camden.gov.uk/template/16/camden-child-and-adolescent-mental-health-service-camden-camhs>
- The Higher Level Support Assistant runs Speech, Language & Communication groups to support students who have difficulties with forming and making positive friendships.
- Educational psychologist offers special projects to work with small groups of students around issues such as resilience and anxiety.
- Educational Psychologist runs student drop-in sessions which offer confidential support to students with SEMH needs; it is an opt-out and self-referral service for all students.
- Educational Psychologist gives 1-1 support to students who have barriers to learning.
- Education Welfare Officer (EWO) works with students and their families to achieve high attendance and punctuality. The EWO visits families to overcome any barriers to learning.
- Administration of medicine (Medical Policy – see our website)
- e-safety is part of the school's curriculum and is taught in PSHE lessons as well as in Y7 ICT lessons. Outside speakers are also invited to speak to students in school assemblies to raise awareness. (e-safety policy – see our website)
- Anti-Bullying is taught as part of the PSHE programme. Various interventions are run by the school e.g. the Buddy system for the Y7 students run by Y9s. Also SOS, a student self-referral system; the Head Girls are trained to work with students who want help with issues that they do not feel comfortable talking about with teachers. (Behaviour Policy – see our website)

We have a zero tolerance approach to bullying.

1.14 Working with other agencies

Camden Local authority local offer www.localoffer.camden.gov.uk

Please also refer to **section 1.8**

1.15 Complaints about SEN provision

Complaints Policy (see our website)

Camden Mediation Service is available to support parents if they need help:

<http://www.kids.org.uk/Events/sen-mediation-service>

The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their children. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

1.16 Contact details of support services for parents of pupils with SEN

Special Educational Needs and Disability Information Advice and Support Service (SENDIASS) Camden LA:

SENDIASS@camden.gov.uk

(funded by the borough but totally independent)

Camden MOSAIC

<http://www.localoffer.camden.gov.uk/template/4/mosaic-integrated-service-for-disabled-children>

An integrated service for disabled children, young people and their families from birth to 18 years of age, providing assessment, therapy and family support, including short breaks.

1.17 Contact details for raising concerns

Janet Pringle SENDCO jpringle@csg.school

1.18 The local authority local offer

Our local authority's local offer is published here: www.localoffer.camden.gov.uk

2. Monitoring arrangements

This information report will be reviewed by the SENDCo **every year**. It will also be updated if any changes to the information are made during the year.

It will be approved by the governing board.