

*Although knowing that your child may need extra support in school can cause anxiety remember most children will not go beyond **Class Action or SEN Support A.***

Please contact the School Office if you have any queries or questions regarding SEND provision. They will be happy to make an appointment for you to meet with:

***Your child's teacher***

or

***Mrs C Wapshare***      ***Special Needs  
Co-ordinator  
Designate***

or

***Mrs M Louisy***      ***Interim Special  
Needs Co-ordinator  
and Head Teacher***



**St Louis  
Catholic  
Primary  
School**



**INFORMATION BOOKLET FOR PARENTS**

## **SPECIAL EDUCATIONAL NEEDS & DISABILITIES (SEND)**

### **Buckinghamshire Special Educational Needs and Disabilities Information, Advice and Support Service for Parents**

This service provides free impartial advice and is there to help you and give you support.

You can contact them on 01296 383754  
or by email to: [sendias@buckscc.gov.uk](mailto:sendias@buckscc.gov.uk)

St Louis Catholic Primary School  
Harris Court  
Aylesbury  
Bucks  
HP20 2XZ

Telephone: 01296 488915  
Email: [office@stlouisrcc.bucks.sch.uk](mailto:office@stlouisrcc.bucks.sch.uk)  
[www.stlouisrcc.bucks.sch.uk](http://www.stlouisrcc.bucks.sch.uk)

### **Mission Statement**

**'Ut Sint Unum — That We  
May Be One'**

At St Louis school every child is valued and treated with respect. Through excellent teaching and pastoral care we want all our children to succeed irrespective of their backgrounds or starting points.

However, many children experience some learning difficulties whilst at school.

These are sometimes temporary difficulties, which can be overcome with extra support from school and home.

Some children have more complex or long-term difficulties, which need careful monitoring throughout their school years.

Whatever sort of difficulty your child may have it is important that school and home work together to ensure your child has the same opportunities to succeed as everyone else.

What we do in school is in line with the Sep 2014 SEN Code of Practice:



Careful tracking of **ALL** children that helps us pick up any concerns or worries



a step by step approach that matches the help and resources available to the needs of your child



3 SEN Review meetings per year (called SEN Review days). Notes of these meetings are sent to you for your records.



an approach that centres on the child and takes into account their views (and yours)



Different categories of support, dependent on your child's needs

***What happens if there are concerns about your child?***

### **Class Action (CA)**

As a first step your child's name will be included on our Class Action List. This is simply a list of children in a class whose progress is being more closely monitored than others. For a variety of reasons your child may not be making the progress that we would like or there are some factors affecting how well they learn. This will be discussed with you at Parent Consultation Evening.

### **SEN Support (A)**

Where progress remains slow or further concerns emerge then your child may go onto **SEN Support (A)**. The school's Special Needs Co-ordinator (Sendco) will become involved and help the class teacher to draw up a 'Provision Map' (PM). This is a list of the extra or different activities your child will be doing to help them achieve their targets. We may need at this stage to get extra advice from other professionals such as the Specialist Teacher from the Cognition & Learning Team so that we can be sure that these activities will help your child make better progress.

### **SEN Support (P)**

If progress still remains slow, despite our best efforts or further concerns emerge then your child may move onto the next step, **SEN Support (P)**. At this stage the school will work closely with outside agencies such as Speech and Language, Specialist Teachers etc who will be able to offer more advice on how we can best help your child to make progress. You will always be asked permission for these professionals to become involved

*Whether your child is at **SEN Support A or P** you will be kept informed and invited to regular meetings with the Class Teacher and Special Educational Needs Co-ordinator where your child's progress will be discussed. These are called 'SEN Review Meetings'. Copies of information will be shared with you which you can keep for your own records.*

### **Educational Health Care Plans (EHCP)**

If your child's needs are such that they require more specialist support than can be given during the previous stages you may be eligible to apply to the Local Authority for an in depth assessment of your child's needs. If the assessment is successful your child will receive an EHCP which sets out a framework for your child's future learning. If you think your child is at this stage please make an appointment to meet with the Senco or Head Teacher who will discuss the process with you,