



Burbage C of E Infant School



SEND Information Report 2023-2024

Report Date: October 2023
Review Date: October 2024

Our school Vision and Values:

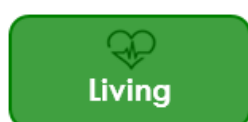
Burbage C of E Infants is a Local Authority maintained infant school. We are committed to using our best endeavours to provide an appropriate and high quality education for **all** children at our school which enables them to:

- Achieve their best;
- Become confident individuals living fulfilling lives;
- Make successful transition to their next phase of education.

As a church school, our links with St Catherine's, as well as Burbage Methodist and Baptist Churches, provide rich opportunities for our children. However, we are also conscious that we are a community school, welcoming and valuing children, and families from all faiths and backgrounds.

As a school, we strive for the educational experience for learners with Special Educational Needs and Disability (SEND) to consistently be as good as it is for learners without SEND (equity of educational experience for all learners). Pupils with SEND have the greatest need for excellent teaching and are entitled to inclusive provision that supports achievement at, and enjoyment of, school. All pupils, are entitled to achieve their potential personally, socially, emotionally and academically in all areas of the curriculum.

Our Vision Statement:



Loving

We all belong to the Burbage Church of England Infants extended family - school, church, community. We all care for everyone within it. We believe everyone can be a good friend.

“Love the Lord your God with all your heart and with all your soul and with all your mind.” Matthew 22:37

Living

We work hard to learn to live together and to be the best we can. We celebrate everybody's strengths and embrace each other's differences, respecting all and living honest lives together.

“Love your neighbour as you love yourself.” Luke 10:27

Learning

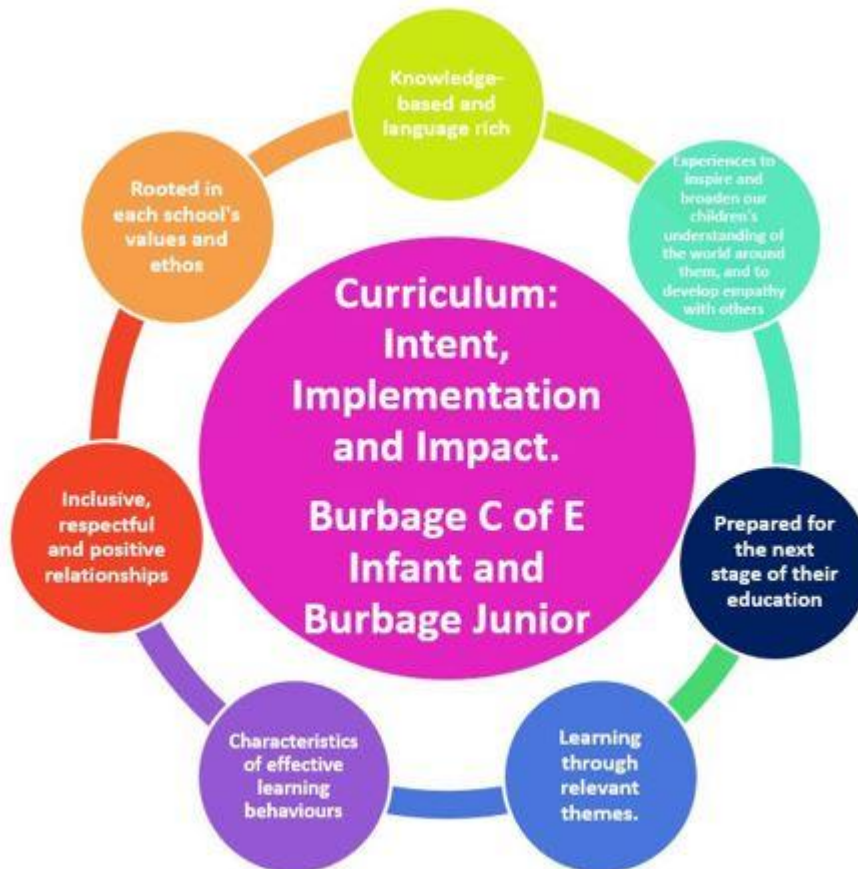
Learning is amazing and we all strive to discover the next exciting adventure. We all believe that we can and if we can't now, we will soon.

“Everyone who hears these words and puts them into practice is like a wise man who built his house on the rock.” Matthew 7:24

Our School Values:



Our school vision reflects the important role we serve at the beginning of children's education and our inclusive approach to our Church School role. Our school's Intent, Implementation and Impact overview aims to achieve this:



Our SEND Pledge ensures that the education of learners with SEND is as consistently good as it is for learners without SEND:

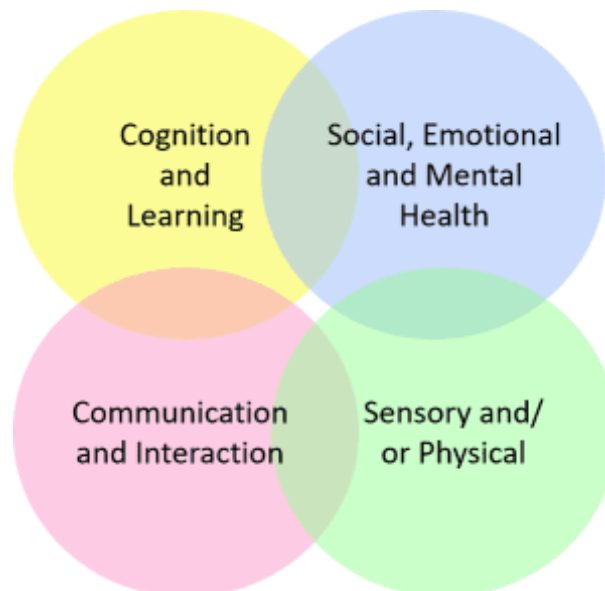
1. Pupils with SEND receive inclusive teaching and have a balance of appropriate class, group and individual support to achieve the best possible educational outcomes.
2. Pupils with SEND are taught a broad, rich and ambitious curriculum.
3. Pupils with SEND engage with a learning environment that supports confident communication.
4. Pupils with SEND use different support strategies that teachers provide to help them learn.

5. Pupils with SEND have Individual Education Plans that are reviewed with parents and carers at half termly.
6. Pupils with SEND have a parent/carer that works in partnership with the school to achieve genuine co-production to maximise outcomes.
7. Pupils with SEND are prepared for the next stage in their education
8. Pupils with SEND are set homework that is matched to their individual needs.
9. Pupils with SEND have the opportunities to become involved in pupil voice and wider curriculum activities.
10. Pupils with SEND take part in evidence informed interventions to overcome barriers to learning.

The aim of this information report is to explain how we implement our SEND Policy. In other words, we want to show you how SEND support works in our school. If you want to know more about our arrangements for SEND, please read our SEND Policy which can be found on our school website (www.burbageinfants.org/Policies).

What types of SEND does the school provide for?

Burbage C of E Infant School is a mainstream school which provides for children and young people with a wide range of special educational needs.



'A child or young person has SEND if they have a learning difficulty or disability' that calls for 'provision that is additional to or different from that made generally for other children or young people of the same age by mainstream schools.'

(SEND Code of Practice January 2015)

| AREA OF NEED | CONDITION |
|--|--|
| Communication and interaction | Autism spectrum disorder |
| | Speech and language difficulties |
| Cognition and learning | Specific learning difficulties, including dyslexia, dyspraxia, dyscalculia |
| | Moderate learning difficulties |
| | Severe learning difficulties |
| Social, emotional and mental health | Attention deficit hyperactive disorder (ADHD) |
| | Attention deficit disorder (ADD) |
| Sensory and/or physical | Hearing impairments |
| | Visual impairment |
| | Multi-Sensory impairment |
| | Physical impairment |

Which staff will support my child, and what training have they had?

| | | | |
|---|------------------------|--|--|
| Special Educational Needs Co-ordinator (SENCo) | Philippa Jesson | National Award in Special Educational Needs Co-ordination Qualified Teacher Status 0.8 | Telephone: 01455 239391 Email: pjesson@burbageinfants.org |
|---|------------------------|--|--|

What are the key responsibilities of the Special Educational Needs Co-ordinator (SENCo)?

- overseeing the day-to-day operation of the school's Special Educational Needs and Disabilities (SEND) Policy;
- coordinating provision for children with SEND;
- liaising with the relevant Designated Teacher where a looked after pupil has SEND (currently carried out by Philippa Jesson, SENCo)
- advising on the graduated approach to providing SEND support;
- advising on the deployment of the school's delegated budget and other resources to meet pupils' needs effectively;
- liaising with parents of pupils with SEND;

- liaising with early years' providers, other schools, educational psychologists, health and social care professionals, and independent or voluntary bodies;
- being a key point of contact with external agencies, especially the local authority and its support services;
- liaising with potential next providers of education to ensure a pupil and their parents are informed about options and a smooth transition is planned;
- working with the head teacher and school governors to ensure that the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements;
- ensuring the school keeps the records of all pupils with SEND up to date.

Class teachers

All of our teachers receive in-house SEND training, and are supported by the SENCo to meet the needs of pupils who have SEND.

Teaching assistants (TAs)

We have a team of approximately 15-20 TAs, including 3 higher level teaching assistants (HLTAs) and 5 TAs who support children with an EHCP of SEND Intervention Funding (SENIF). We have one member of our Pastoral Team who is a licensed ELSA Practitioner, with regular supervision by the Leicestershire Educational Psychology Service.

We aim to provide all TAs training to enable them to effectively deliver the intervention. In the last academic year, TAs have been trained in Attachment Training & Positive Handling.

External agencies and experts

Sometimes we need extra help to offer our pupils the support that they need. Whenever necessary we will work with external support services to meet the needs of our pupils with SEND and to support their families. If more support is required, help and advice from external professionals is used. We always discuss the involvement of specialist SEND services with parents and carers first.

We have access to a range of specialist support services including:

- Educational Psychologist
- NHS Speech and Language therapists
- Autism Outreach
- Occupational therapists
- GPs or paediatricians
- Child and Adolescent Mental Health Services (CAMHS)
- School Nursing Service

These interventions are part of our contribution to Leicestershire's local offer. More information can be found here <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability>

What should I do if I think my child has SEND?

Tell us about your concerns

We will invite you to a meeting to discuss them

We will decide whether your child needs SEN support

If you think your child might have SEND, the first person you should talk to is your child's teacher either at parents evening or by calling the school office on 01455 239 391 to arrange a meeting.

They will pass the message on to our SENCo, who will be in touch to discuss your concerns.

You can also contact the SENCo directly on 01455 239 391

We also offer regular **'Time to Talk'** parent/carer appointments with our (SENCo). It is an opportunity to talk about any questions or concerns you might have or to discuss progress, additional needs or SEND support for your child. Appointments can be made via the office can be made throughout the year as well if you should require them.

We will meet with you to discuss your concerns and try to get a better understanding of what your child's strengths and difficulties are.

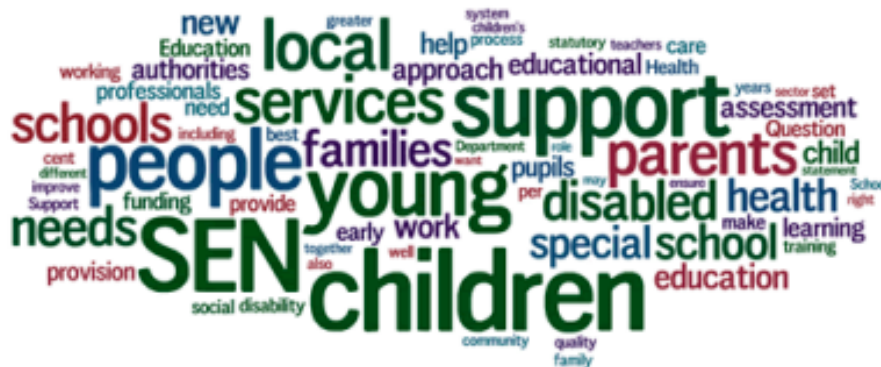
Together we will decide what outcomes to seek for your child and agree on next steps.

We will make a note of what's been discussed and add this to your child's record. You will also be given a copy of this.

We will speak to your child's class teacher to get a better understanding of your child's strengths and difficulties.

If we decide that your child needs SEND support, we will formally notify you in writing and your child will be added to the school's SEND register.

All children who receive SEND Support will have an Individual Education Plan (IEP) or a Pupil Passport. The IEP includes personal targets to support your child in school.



How will the school know if my child needs SEND support?

school

Identification- This could be from concerns raised by the child, parents and families or teaching staff and other agencies. Lack of progress or low attainment as well as changes in behaviour or attitudes may also be identified.

Every term we hold pupil progress meetings. These meetings centre around the progress and wellbeing of all pupils. Each year group team meets with the Executive Headteacher, Deputy headteacher and the SENCO to discuss the individual needs, wellbeing, attendance, progress and effectiveness of provision for each pupil. This ensures that we identify who needs an intervention to maximise progress. We review the impact of interventions and identify targeted support for barriers to learning to ensure all pupils make progress from their individual starting point.

If the teacher notices that a pupil is falling behind, they try to find out if the pupil has any gaps in their learning. If they can find a gap, they will give the pupil extra support to try to fill it. Pupils who don't have SEND usually make progress quickly once the gap in their learning has been filled.

If the pupil is still struggling to make the expected progress, the teacher will talk to the SENCo, and will contact you to discuss the possibility that your child has SEND.

The SENCo will observe the pupil in the classroom and in the playground to see what their strengths and difficulties are. They will have discussions with your child's teacher/s, to see if there have been any issues with, or changes in, their progress, attainment or behaviour. They will also compare your child's progress and development with their peers and available national data.

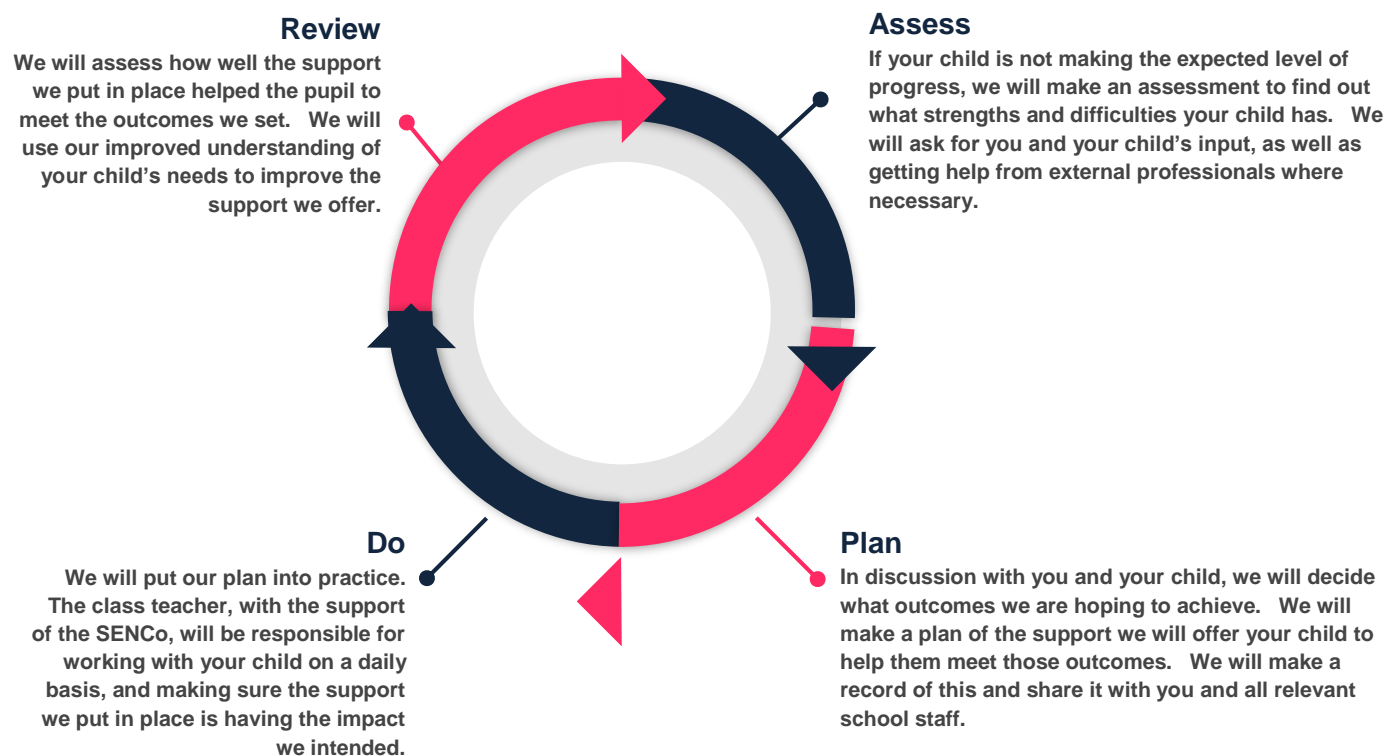
The SENCo will ask for your opinion and speak to your child to get their input as well. They may also, where appropriate, ask for the opinion of external experts such as a speech and language therapist, an educational psychologist, or a paediatrician.

Based on all of this information, the SENCo will decide whether your child needs SEND support. You will be told the outcome of the decision in writing.

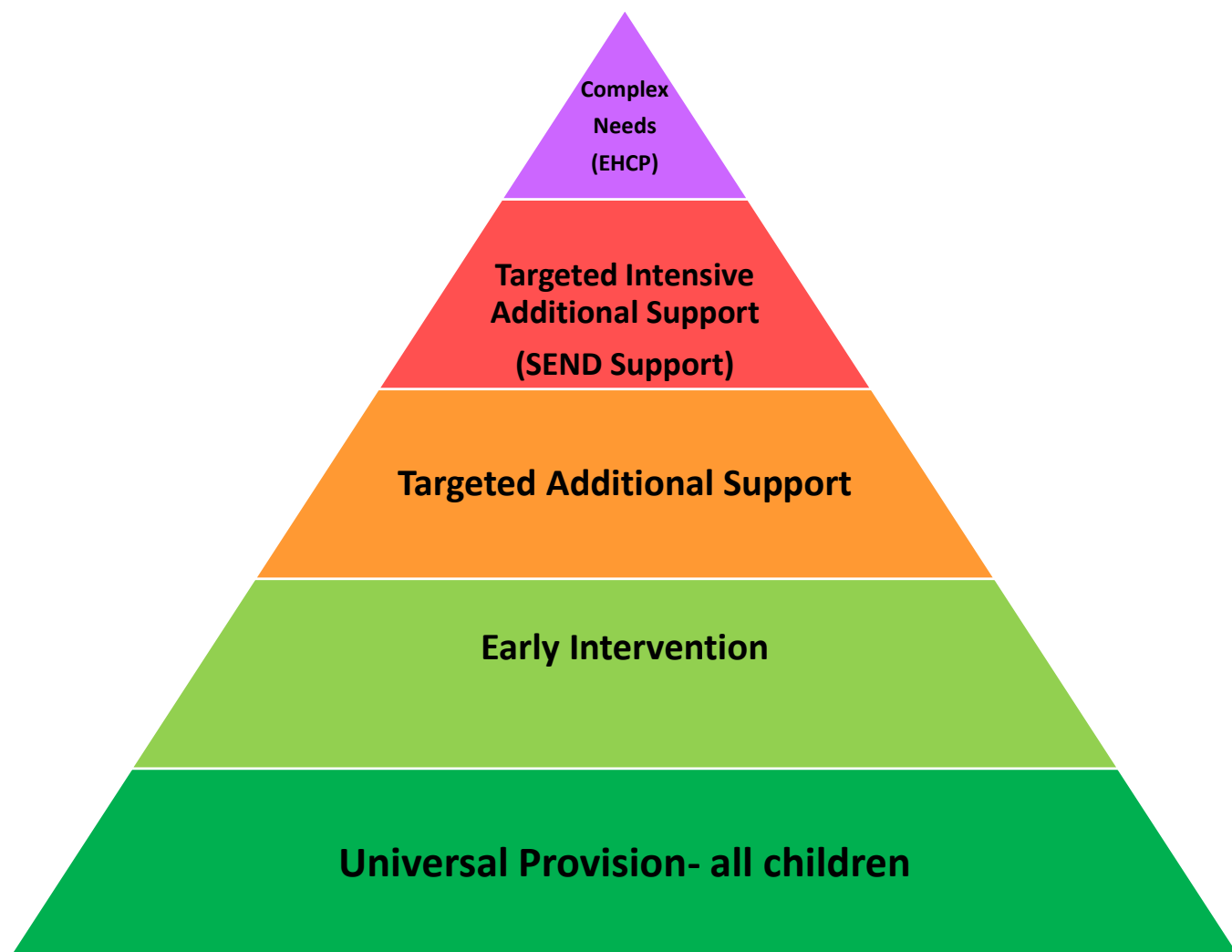
If your child does need SEND support, their name will be added to the school's SEND register, and the SENCo and your child's class teacher will work with you to create an Individual Education Plan (IEP).

How will the school measure my child's progress?

We will follow the 'graduated approach' to meeting your child's SEND needs. The graduated approach is a 4-part cycle of **assess, plan, do, review**.



- As a part of the planning stage of the graduated approach, we will set outcomes that we want to see your child achieve.
- Whenever we run an intervention with your child, we will assess them before the intervention begins. This is known as a 'baseline assessment'. We do this so we can see how much impact the intervention has on your child's progress.
- We will track your child's progress towards the outcomes we set over time and improve our offer as we learn what your child responds to best.
- This process will be continual. If the review shows a pupil has made progress, they may no longer need the additional provision made through SEND support. For others, the cycle will continue and the school's targets, strategies and provisions will be revisited and refined.
- Our procedures allow early identification of difficulties and close monitoring of progress in response to additional provision.



Early intervention support

Your child's teacher will work with you to develop an understanding of your child's strengths and potential additional needs and adjustments and provisions that can be made within class.

Targeted, additional support

Your child's teacher will work with you to develop an understanding of your child's strengths and potential additional speaking, listening or reading intervention that could help your child.

Targeted, intensive additional support

The school's SENCo and class teacher will work with you to put together a SEND Individual Learning Plan which will be reviewed with you termly. Outcomes and additional support will be put in place and reviewed.

At this stage it may also be decided that more support is needed to enable progress. An outside agency may become involved with your child and a My Support Plan put in place to help carry out the advice effectively.

EHCP/Complex Needs

If your child has more complex and enduring needs, or remains significantly behind, then a request for an Education Health and Care Plan (EHCP) can be made.

If an EHCP is agreed, then your child is likely to have more specialist provision and additional adult support. There will also be annual review meetings which are person centred to talk about their achievements and progress, and what is working and isn't working well.

How will I be involved in decisions made about my child's education?

The school will put the pupil and their parents at the heart of all decisions made about the child's learning, we are a friendly and approachable school. We actively encourage partnerships with parents through our 'Time to Talk' forums for SEND issues, through half termly SEND parents meetings with the class teacher, parents' evening, using home/school diaries and scheduled telephone calls. Our aim is to work together with all parents and carers in all decisions about your child's learning and wellbeing.

Your child's class teacher will meet you each half term to:

- Set clear outcomes for your child's progress on their Individual Education Plan
- Review progress towards those outcomes
- Discuss the support we will put in place to help your child make that progress
- Identify what we will do, what we will ask you to do, and what we will ask your child to do

The SENCo may also attend these meetings to provide extra support.

We know that you're the expert when it comes to your child's needs and aspirations. So we want to make sure you have a full understanding of how we're trying to meet your child's needs, so that you can provide insight into what you think would work best for your child.

We also want to hear from you as much as possible so that we can build a better picture of how the SEND support we are providing is impacting your child outside of school.

If your child's needs or aspirations change at any time, please let us know right away so we can keep our provision as relevant as possible.

After any discussion we will make a record of any outcomes, actions and support that have been agreed. This record will be shared with all relevant staff, and you will be given a copy.

As a school, we use Provision Map which allows parents and carers to easily see their child's targets and their individual learning plan. Parents and carers are also able to share comments about their child's progress. To enable either of these actions, parents and carers are provided with a URL and the unique Access code for their child by their child's class teacher.



| Plan | | | | |
|----------------------|---|---|--|---|
| Area of Concern | Target | Desired outcome | Strategies & Provisions | |
| edit | To develop instant recognition of high frequency words. edit | Achieved in 1 weeks. edit | Flashcards, bingo, games, classroom posters, labels, sticky notes. edit | Mrs Carole Jacobson remove Mr Christopher Jones remove Select add |
| edit | Show that you are listening by giving the speaker your attention. edit | Observed on 1 occasions. edit | Seating plan, ensuring pupil has good view of speaker. edit | Mr Clark Kent remove Mrs Carole Jacobson remove Select add |
| edit | Learn to spell high frequency words. edit | Correct spelling of high frequency words. edit | Flashcards, bingo, software. edit | Mr George James remove Ms Anne Little remove Select add |

add target from the library | add blank target | reorder

If you have concerns that arise between these meetings, please contact your child's class teacher or the SENCo by calling the school to arrange a meeting on 01455 239391.

How will my child be involved in decisions made about their education?

We listen to our children and work closely with them to be active participants in their learning. We actively encourage them to evaluate themselves as learners, make choices and express opinions. We want them to be able to identify their strengths and weaknesses, ways of learning best and what support they may need.

The level of involvement will depend on your child's age, and level of competence. We recognise that no two children are the same, so we will decide on a case-by-case basis, with your input.

We may seek your child's views by asking them to:

- Attend meetings to discuss their progress and outcomes
- Prepare a presentation, written statement, video, drawing, etc.
- Discuss their views with a member of staff who can act as a representative during the meeting
- Complete a survey

How will the school adapt its teaching for my child?

Your child's teacher is 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 your child's needs. We will make sure that your child has access to a broad and balanced curriculum in every year they are at our school.

We will adapt how we teach to suit the way the pupil works best. There is no '1 size fits all' approach to adapting the curriculum, we work on a case-by case basis to make sure the adaptations we make are meaningful to your child.

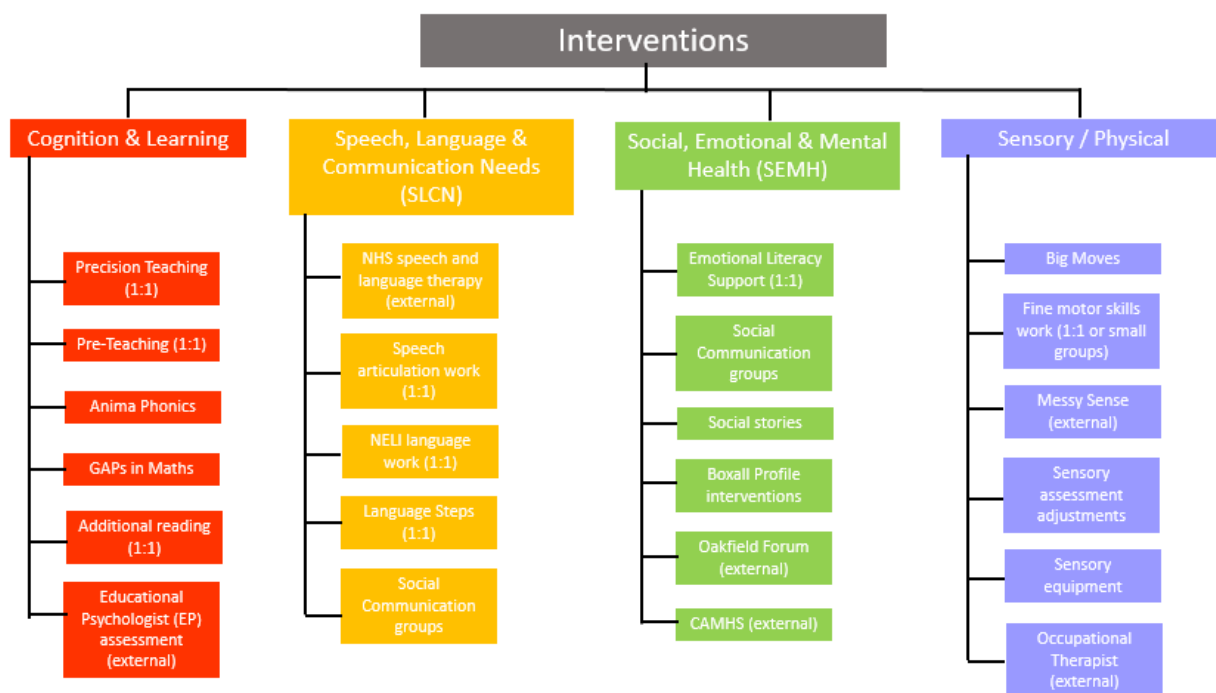
These adaptations include:

- Adapting our curriculum to make sure all pupils are able to access it, for example, by grouping, 1-to-1 work, adapting the teaching style or content of the lesson, etc.
- Adapting our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.
- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, etc.
- Teaching assistants may support pupils on a 1-to-1 basis or in small groups as directed by the class teacher.

| AREA OF NEED | CONDITION | HOW WE SUPPORT THESE PUPILS |
|--------------------------------------|---|---|
| Communication and interaction | Autism spectrum disorder | Visual timetables Social stories Fidget toys/wobble cushions Ear defenders Quiet workstation Autism Outreach external support Paediatrician |
| | Speech and language difficulties | Speech and language therapy |
| Cognition and learning | Specific learning difficulties, including dyslexia, dyspraxia and dyscalculia | Writing slope Pencil grips Precision Teaching Reading/phonic Intervention Occupational Therapy |
| | Moderate learning difficulties | Pre-teaching Over learning Precision Teaching Reading/phonic Interventions |

| | | |
|--|---|--|
| | Severe learning difficulties | Pre-teaching Over learning Precision Teaching Reading/phonic Interventions |
| Social, emotional and mental health | ADHD, ADD | Quiet workstation Fidget toys/wobble cushions Occupational Therapy Paediatrician |
| | Adverse childhood experiences and/or mental health issues | ELSA CAHMS |
| Sensory and/or physical | Hearing impairment | External services as needed |
| | Visual impairment | External services as needed |
| | Multi-Sensory impairment | Fidget toys/wobble cushions Ear defenders Sensory adjustments as recommended Occupational Therapy |
| | Physical impairment | External services as needed |

Burbage C of E Infant School (2023-2024)



How will the school evaluate whether the support in place is helping my child?

We will evaluate the effectiveness of provision for your child by:

- Reviewing their progress towards their goals each term as part of pupil progress meetings, SEND parent meeting with class teacher each half term and at Parents' Evenings each term with parents.
- Reviewing the impact of interventions each term as part of pupil progress meetings
- Using pupil questionnaires
- Monitoring and quality assurance by the SENCo
- Using provision maps to measure progress
- Holding an annual review if they have an education, health and care plan (EHCP)

How will the school resources be secured for my child?

It may be that your child's needs mean we need to secure:

- Extra equipment or facilities
- More teaching assistant hours
- Further training for our staff
- External specialist expertise

If that's the case, we will consult with external agencies to get recommendations on what will best help your child access their learning. The school will cover up to £6,000 of any necessary costs. If funding is needed beyond this, we will seek it from our local authority.

How will the school make sure my child is included in activities alongside pupils who don't have SEND?

Pupils across the school have access to a wide offer of enrichment opportunities. The curriculum in all subjects is enhanced by a programme of educational visits and/or workshops including extra-curricular clubs as well as educational visits and/or residential. 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 in Year 6.

At Burbage Infants we have a variety of pupil leadership roles including:

- School councillors
- ECO reps
- Play Leaders

All pupils, are entitled to achieve their potential personally, socially, emotionally and academically in all areas of the curriculum. As a school we ensure that pupils remain actively engaged with their peers and the wider life of the school. No pupil is ever excluded from taking part in these activities because of their SEN or disability and we will make whatever reasonable adjustments are needed to make sure that they can be included.

How does the school make sure the admissions process is fair for pupils with SEND or a disability?

If there are more applications for a place than there are places available within the School's admission number, places will be allocated in accordance with the following criteria and in the order shown below:

Special Educational Needs

All children with an Education Health and Care Plan that name the school will be admitted before all other applicants.

The Priority criteria for Leicestershire 'maintained schools' is set out below:

1st Children who are looked after and those children who were previously looked after children.

2nd Pupils who live in the catchment area at point of application.

3rd Sibling, where there is sibling attending the requested school and will still be attending the requested school at point of entry.

4th Pupils who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested. (Professional documentation confirming the situation must be submitted with the application.)

5th Pupils with a sibling attending the Linked Junior School.

6th Pupils living nearest to the school measured in a straight-line distance (home to school front gate).

The admissions policy can be found here

<https://www.leicestershire.gov.uk/sites/default/files/2023-03/LCC-Admissions-Policy-2024-25.pdf>

How does the school support pupils with disabilities?

Schools are required under the Equality Act 2010 to have an accessibility plan.

The purpose of the plan is to:

- Increase the extent to which disabled pupils can participate in the curriculum
- Improve the physical environment of the school to enable disabled pupils to take better advantage of education, benefits, facilities and services provided
- Improve the availability of accessible information to disabled pupils

Our school aims to treat all its pupils fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind. The primary objective is to reduce and where reasonably practicable and affordable, eliminate barriers to access to the curriculum and to enable full participation in the school community for pupils, and prospective pupils with a disability.

We recognise the need to provide adequate resources for implementing plans and will regularly review them. The plan will be made available online on the school website, and paper copies are available upon request. Our school is also committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues and recognizes its duty under the Equality Act to:

- Not discriminate against disabled pupils in their admissions and exclusions, and provides of education and associated services
- Not to treat disabled pupils less favorably
- To take reasonable steps to avoid putting disabled pupils at a substantial disadvantage
- To publish an Accessibility Plan

The school also recognises and values parents' knowledge of their child's disability and its effect on his/her ability to carry out normal activities, and respects the parents' and child's right to confidentiality. The full accessibility plan can be found on our website

How will the school support my child's mental health and emotional and social development?

At Burbage Infants, we have a range of mental health and wellbeing provisions available to learners throughout the school. We carefully monitor, evaluate and plan the development of provision. We can also liaise with external agencies including Child and Adolescent Mental Health Service (CAHMS).

Pupil progress meetings centre around the progress and wellbeing of all pupils. Each year group team meets with the Executive Headteacher, Deputy Headteacher and the SENCo to discuss the individual needs, wellbeing, attendance, progress and effectiveness of provision for each pupil. This ensures that we identify who needs an intervention to maximise progress. We review the impact of interventions and identify targeted support for barriers to learning to ensure all pupils make progress from their individual starting point.

What support will be available for my child as they transition between classes or settings?

Between years

To help pupils with SEND be prepared for a new school year we:

- Create Pupil Passports to identify strengths and what helps them to learn with your child (if needed) to share with their new teacher
- Pupils with an EHCP, ASD, and SEMH will be given a 'Welcome to Year x' booklet to support changes
- Your child's class teacher will share information with their new teacher and write the Autumn Term Individual Education Plan for your child

Between schools

- When your child is moving on from our school, we will ask you and your child what information you want us to share with the new setting.
- Create Pupil Passports to identify strengths and what helps them to learn with your child (if needed) to share with their new teacher
- Share SEND information with the new school and the SENCo.

Moving to Juniors

- The SENCo of the junior school may meet with our SENCo. They will discuss the needs of all the children who are receiving SEND support.
- SEND information will be given to the new junior school
- You child's class teachers will ensure social needs and SEND needs are considered
- Class teachers will meet with teachers from the junior schools and discuss the needs of all children who are receiving SEND support
- Pupils will be prepared for the transition by:
 - Additional visits
 - Photo books
 - Small group visits to meet with the Year 3 teachers where they can ask questions

What support is in place for looked-after and previously looked-after children with SEND?

Our SENCo is the designated teacher for looked-after children and previously looked-after children here. During autumn 2023, our SENCo received training from local authority to improve their understanding of their role as the designated teacher.

Children who are looked-after or previously looked-after will be supported much in the same way as any other child who has SEND. However, looked-after pupils will also have a personal education plan (PEP). We will make sure that the PEP and any SEND support plans or EHC plans are consistent and complement one another.

PEP targets are reviewed and new targets set each term. As a school, we use Provision Map which allows parents and carers to easily see their child's PEP targets. To enable either of these actions, parents and carers are provided with a URL and the unique Access code for their child by their child's class teacher.

What should I do if I have a complaint about my child's SEND support?

Complaints about SEND provision in our school should be made to the Executive Headteacher in the first instance. They will then be referred to the school's complaints policy.

Burbage C of E Infant School is committed to ensuring that all students are provided with the best education possible and that the school works in a productive and positive partnership with all parents and carers. However, if a parent/carer feels that a situation has arisen that they are unhappy about then they have a right to make a complaint. Any and every complaint made will be taken seriously and dealt with swiftly and professionally.

The school's complaints policy can be found here on our website.

If you are not satisfied with the school's response, you can escalate the complaint. In some circumstances, this right also applies to the pupil themselves.

To see a full explanation of suitable avenues for complaint, see pages 246 and 247 of the [SEND Code of Practice](#).

If you feel that our school discriminated against your child because of their SEND, you have the right to make a discrimination claim to the first-tier SEND tribunal. To find out how to make such a claim, you should visit: <https://www.gov.uk/complain-about-school/disability-discrimination>

You can make a claim about alleged discrimination regarding:

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

Before going to a SEND tribunal, you can go through processes called disagreement resolution or mediation, where you try to resolve your disagreement before it reaches the tribunal.

What support is available for me and my family?

If you have questions about SEND, or are struggling to cope, please get in touch to let us know. We want to support you, your child and your family.

To see what support is available to you locally, have a look at local offer here <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability>



Our local special educational needs and disabilities information advice and support services (SENDIASS) organisations is: <https://sendiassleicestershire.org.uk/>



National charities that offer information and support to families of children with SEND are:

- [IPSEA](#)
- [SEND family support](#)
- [NSPCC](#)
- [Family Action](#)
- [Special Needs Jungle](#)

How do you contribute to the publication of the local authority's Local Offer?

There is a copy of our school's contribution to the local offer on our school website <http://www.burbageinfants.org>. Leicestershire's Local Offer can be found at <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability/about-the-local-offer>.

What support services are available for parents and carers of children with additional needs?

SEND Information Advice and Support Service (SENDIASS)

Formerly Parent Partnership Service. SENDIASS provides free, impartial and confidential legally-based advice, information and support on all matters relating to SEN and disabilities including education, health and social care issues.

- Telephone: 0116 305 5614
- Email: sendiass@leics.gov.uk
- Website: <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability/complaints-and-appeals/independent-advice-for-special-educational-needs-and-disability-send>
- Address: SENDIASS Leicestershire, Abington House, 85 Station Road, Wigston, Leicestershire, LE18 2DP

Children's and Families Wellbeing Service (for families with children aged 5-13 years)

Provide early help services to a child, young person or family, where they are experiencing difficulties that cannot be supported by universal services, such as schools or GPs alone.

They provide support to those who have, or still are, suffering from domestic abuse or with their mental health and wellbeing, or need some extra help with SEND, parenting or supporting targeted young people, including those who are at risk of crime.

- Telephone: 0116 305 8727
- Website: <https://www.leicestershire.gov.uk/education-and-children/social-care-and-supporting-families/children-and-family-wellbeing-service>
- Address: Cultural Services, Hinckley Hub, Rugby Road, Hinckley, Leicestershire, LE10 0FR

Children and Young People's Support Service, Hinckley and Bosworth Borough Council

Free and confidential service for 5-19 year olds that focuses on those affected by domestic abuse

- Telephone: 01455 238141
- Email: Customer.Services@hinckley-bosworth.gov.uk
- Address: Children's Support Worker, Community Safety Team, Hinckley & Bosworth Borough Council, Hinckley Hub, Rugby Road, Hinckley, Leicestershire, LE10 0FR

ADHD Solutions

ADHD Solutions CIC is an independent initiative set up to support children young people and adults who have Attention Deficit and Hyperactivity Disorder (ADHD), their families, and the professionals who are working with them.

- Telephone: 0116 261 0711
- Website: <http://www.adhdsolutions.org/>

Leicestershire Speech and Language Therapy (SALT)

Leicestershire SALT offer a range of services for children and young people who have difficulties with;

- *Speech, language and communication skills*
- *Eating, drinking and swallowing skills*

The service works closely with families, parents and carers to improve children and young people's progress in these areas and to ensure that their potential for learning, social and emotional development is reached.

- Telephone: **0116 225 6000**
- Website: <https://www.leicspart.nhs.uk/clinic/childrens-speech-and-language-therapy-service/>
- Address: **FYPC Speech and Language Therapy, Bridge Park Plaza, Bridge Park Road, Thurmaston, Leicester, LE4 8PQ**

Down's Syndrome Association (DSA)

DSA offer information, support and advice on any question or concern you have related to Down's syndrome. They have specialist advisers who can provide you with information and support on issues such as health, social care, benefits and education for people with Down's syndrome. They can help you to access support locally and may be able to direct you to other sources of information.

- Telephone helpline: 0333 1212 300
- Email: info@downs-syndrome.org.uk
- Website: <http://www.downs-syndrome.org.uk/>

Autism Outreach Team (AOT), Leicestershire County Council

The AOT provides advice, support and training to children, families and educational establishments across Leicestershire in regards to Autism Spectrum Disorders for children with a diagnosis aged 0-19yrs.

Telephone: 0116 305 9400 (Vanessa Foulds)

- Email: STS@leics.gov.uk
- Website: <https://resources.leicestershire.gov.uk/specialist-teaching-services/autism-outreach-service/autism-information-for-parents>

Hearing Support Team (HST), Leicestershire County Council

The HST is part of the Local Authority's [Specialist Teaching Services](#) and is made up of Specialist Teachers who have an additional qualification for teaching hearing impaired children, Educational Audiologist, Technician, Language Support Worker and Practitioners. The HST provides teaching, audiological and advisory support to all children and young people in Leicestershire who have a permanent hearing loss, from the time of identification until they leave school.

- Telephone: 0116 305 9400 (Kate Wells)
- Email: STS@leics.gov.uk
- Website: <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability/education-and-childcare/hearing-impaired-and-deaf-children>

Vision Support Team (VST), Leicestershire County Council

The VST is part of the [Specialist Teaching Services](#). They have [clear aims](#) set out that underpin the support services they provide to children and young people who have a visual impairment. They also work with and support schools, early years settings, parents, carers, families and other professionals who are working with visually impaired children and young people.

- Telephone: 0116 305 9400 (Kirsten Jansen & Julie Grafton-Reed)
- Email: STS@leics.gov.uk
- Website: <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability/education-and-childcare/visually-impaired-and-blind-children>

Glossary

- **Access arrangements** – special arrangements to allow pupils with SEND to access assessments or exams
- **Annual review** – an annual meeting to review the provision in a pupil's EHC plan
- **Area of need** – the 4 areas of need describe different types of needs a pupil with SEND can have. The 4 areas are communication and interaction; cognition and learning; physical and/or Sensory; and social, emotional and mental health needs.
- **CAMHS** – child and adolescent mental health services
- **Differentiation** – when teachers adapt how they teach in response to a pupil's needs
- **EHC needs assessment** – the needs assessment is the first step on the way to securing an EHC plan. The local authority will do an assessment to decide whether a child needs an EHC plan.
- **EHC plan** – an education, health and care plan is a legally-binding document that sets out a child's needs and the provision that will be put in place to meet their needs.
- **First-tier tribunal/SEND tribunal** – a court where you can appeal against the local authority's decisions about EHC needs assessments or plans and against discrimination by a school or local authority due to SEND
- **Graduated approach** – an approach to providing SEND support in which the school provides support in successive cycles of assessing the pupil's needs, planning the provision, implementing the plan, and reviewing the impact of the action on the pupil
- **Intervention** – a short-term, targeted approach to teaching a pupil with a specific outcome in mind
- **Local offer** – information provided by the local authority which explains what services and support are on offer for pupils with SEND in the local area
- **Outcome** – target for improvement for pupils with SEND. These targets don't necessarily have to be related to academic attainment
- **Reasonable adjustments** – changes that the school must make to remove or reduce any disadvantages caused by a child's disability
- **SENCo** – the special educational needs co-ordinator
- **SEN** – special educational needs
- **SEND** – special educational needs and disabilities
- **SEND Code of Practice** – the statutory guidance that schools must follow to support children with SEND
- **SEND information report** – a report that schools must publish on their website, that explains how the school supports pupils with SEND
- **SEND support** – special educational provision which meets the needs of pupils with SEND
- **Transition** – when a pupil moves between years, phases, schools or institutions or life stages