

**Hazelwood Schools
Hazelwood Lane
Palmers Green
London N13 5HE**

Tel: 020 8886 3216

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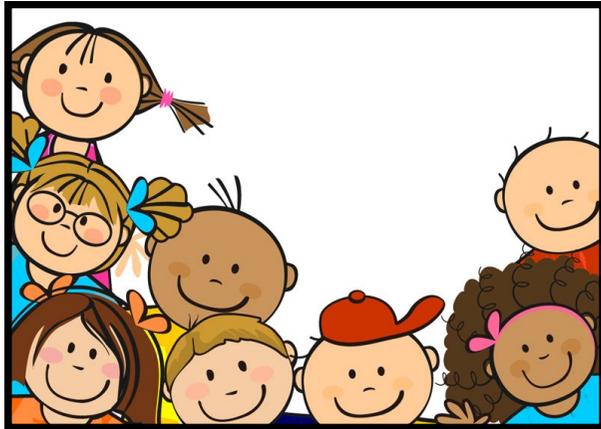


**A Guide
for Parents and Carers**

**Special Educational
Needs and Disabilities
(SEND)**

This guide aims to help you understand:

- what Special Educational Needs and Disabilities (S.E.N.D) are,
- what you can do if you are worried that your child may have difficulties,
- how the school can meet your child's special educational needs, and
- how you can help your child if they have SEND.



Glossary of Terms

S.E.N.D.

OR SEND = Special Educational Needs
and/or Disability

SENDCo = SEND Coordinator in Hazelwood

EHCP = Education and Health Care Plan

LSP = Learning Support Plan

How can you help your child if they have Special Educational Needs and Disabilities?

The best way to help your child if they have SEND is to work in partnership with the school and follow the advice of the class teacher as much as possible. The SENDCo is also available to discuss your concerns and she will be able to support you with practical ideas and advice.



Remember: Our school is here to help and support you.

SEND — What does it mean?

Children with special educational needs all have learning difficulties or disabilities that make it harder for them to learn than most children of the same age. They may need extra or different help.

Children may experience difficulties with one or more of the following:

- Communication and Interaction
- Cognition and Learning
- Social, Emotional and Mental Health
- Sensory and/or Physical

Many children will have a special educational need at some time during their education.



What to do if you are worried

If you think your child may have a special education need, always speak to your child's **CLASS TEACHER** in the first instance. They are there to help and advise you. If your child's class teacher has concerns, about your child, he/she will make an appointment to discuss this with you.

If the concern is of an urgent or a serious nature then the Special Educational Needs & Disabilities Co-ordinator (SENDCo) will meet with you as soon as possible.

If progress continues to be a concern then the SENDCo will arrange a review date to assess progress and next steps. The child will be given targets to work towards which will be monitored by the class teacher and the SENDCo. This is called a Learning Support Plan (LSP). At this stage an outside professional may be called in to give advice and support. This could be for example a speech therapist or an educational psychologist.



If a child has exceptional needs that cannot be met by the school's resources, then the school can apply for Statutory Assessment. If the local authority agree to Statutory Assessment they will seek advice from the parents and all the professionals involved with the child before making a decision to write a Educational Health Care Plan (EHCP). This outlines the needs and the additional provision required by the child. The EHCP is a legal document that states what extra and different support the child should get at school. Every year this EHCP is reviewed. This meeting is called an Annual Review.

How does the school meet Special Educational Needs and Disabilities?

The **Special Educational Needs Code of Practice** <https://www.gov.uk/SEND/CodeofPractice/January2015> is the document which sets out how schools should meet the needs of children with SEND. All schools must keep a **SEND Register**.

When a teacher has concerns about your child they will contact you to discuss ways of support. At this stage the child's educational progress and behaviour will be closely monitored. Your child's class teacher will identify what support is needed, and set realistic targets. A further meeting will be agreed with you to review targets and discuss progress.

At the review date our SENDCo may be present and you may be offered specific interventions or support or even just some helpful advice. If the concerns persist then your child may be included in the SEND register -this means they will be placed in a SEN category of support and progress will be closely monitored.

Your child's progress will be monitored by the class teacher and the SENDCo.

REMEMBER: OUR SCHOOL IS HERE TO HELP AND SUPPORT YOU.