

## Shepton Mallet Community Infants' School & Nursery SEN

### INFORMATION REPORT SEPTEMBER 2025

Type of school	Maintained	Infants & Nursery
----------------	------------	-------------------

Our school is supported by the Local Authority to ensure that all pupils, regardless of their specific needs, make the best possible progress in school. All schools are supported to be as inclusive as possible, with the needs of pupils with a Special Educational Need/s being met in a mainstream setting wherever possible, where families want this to happen.

Fully wheelchair accessible	yes	Are these school policies available on the school website?	
Auditory / visual enhancements	no	SEN	Yes
		Safeguarding	Yes
Other adaptations	none	Behaviour	Yes
		Equality Statement	Yes
		Accessibility Plan	Yes
Are you aware / familiar with the requirements of the Disability Discrimination Act 1995 and the Equality Act 2010?			Yes
Additional SEND information for parents including Somerset Local Offer and Support Services is available at: <a href="https://www.somerset.gov.uk/children-families-and-education/the-local-offer/">https://www.somerset.gov.uk/children-families-and-education/the-local-offer/</a>			

**PEOPLE WHO SUPPORT CHILDREN WITH SPECIAL EDUCATIONAL NEEDS/ DIFFICULTIES WITH LEARNING IN THIS SCHOOL**

School Based Information	Staff	Summary of Responsibilities
<p><b>Who are the best people to talk to in this school about my child's difficulties with learning/ Special Educational Needs or Disability (SEND)?</b></p>	<p><b>The SENCO,</b> Elaine Hewitt</p>	<p><b>She is responsible for:</b></p> <ul style="list-style-type: none"> <li>• Coordinating all the support for children with special educational needs and disabilities (SEND) and developing the school's SEND Policy to make sure all children get a consistent, high quality response to meeting their needs in school.</li> <li>• Together with the class teacher she will ensure that you are: <ul style="list-style-type: none"> <li>• involved in supporting your child's learning</li> <li>• kept informed about the support your child is getting</li> <li>• involved in reviewing how they are doing</li> <li>• part of an Assess Plan Do Review cycle.</li> </ul> </li> <li>• Liaising with all the other people who may be coming into school to help support your child's learning such as the Educational Psychologist and Access to Inclusion team.</li> <li>• Updating the school's SEND register (a system for ensuring all the SEND needs of pupils in this school are known) and making sure that there are excellent records of your child's progress and needs.</li> <li>• Providing specialist support for teachers and support staff in the school so they can help your child (and other pupils with SEND in the school) achieve the best possible progress in school.</li> <li>• Supporting the Head teacher in dealing with any SEND related complaints as per the procedure set out in the SEND and complaints policy.</li> </ul>
	<p><b>Class teachers</b></p>	<p><b>They are responsible for:</b></p> <p>The achievement and attainment of all children in their class. They will ensure that their teaching is of high quality and differentiated according to need as part of the Somerset Graduated Response Tool. <a href="https://www.somerset.gov.uk/children-families-and-education/the-local-offer/education/">https://www.somerset.gov.uk/children-families-and-education/the-local-offer/education/</a></p> <ul style="list-style-type: none"> <li>• Checking on the progress of their children and identifying, planning and delivering any additional help their children may need. This is called an Assess Plan Do Review Cycle. It could include things like targeted work or additional support/ small group work. They are responsible for letting the SENCO know as necessary.</li> </ul>

		<ul style="list-style-type: none"> <li>• Using individual targets when planning the children's lessons</li> <li>• Ensuring that all staff working with the children in their class and are supported to deliver the planned work/programme for each child, so they can achieve the best possible progress. This may involve the use of additional adults, outside specialist help and specially planned work and resources.</li> <li>• Ensuring that all the school's policies including SEND are followed in their classroom; for all the pupils they teach with any SEND.</li> </ul>
	<b>Head teacher-</b> Mrs Thompson	<p><b>She is responsible for:</b></p> <ul style="list-style-type: none"> <li>• The day to day management of all aspects of the school, this includes the support for children with SEND.</li> <li>• She will give responsibility to the SENCO and class teachers but is still responsible for ensuring that the children's needs are met.</li> <li>• She must make sure that the Governing Body is kept up to date about any issues in the school relating to SEND.</li> </ul>
	<b>SEN Governor –</b> Graham Cockhill	<p><b>He is responsible for:</b></p> <ul style="list-style-type: none"> <li>• Making sure that the necessary support is made for any child who attends the school who has SEND.</li> <li>• Monitoring the SEND provision alongside the SENCO</li> <li>• Developing and reviewing policies and other SEND documents with the SENCO</li> </ul>

## HOW WILL THE SCHOOL KNOW THAT MY CHILD NEEDS EXTRA HELP?

	Staff	What will happen?
<b>How does the school identify children who have SEND?</b>	School assessments	<ul style="list-style-type: none"> <li>• School staff are fully aware of the variety and diversity of SEND including the four main recognised SEND areas: <ul style="list-style-type: none"> <li>○ Communication and Interaction including: Autistic Spectrum Disorder, Speech, Language or Communication Need</li> <li>○ Cognition and Learning including: Specific Learning Difficulty, Moderate Learning Difficulty, Severe Learning Difficulty</li> <li>○ Social, Emotional and Mental Health</li> <li>○ Sensory and/or Physical needs Including: Medical Disability, Visual Disability Physical and Medical needs, Mobility Physical impairment, Medical conditions.</li> </ul> </li> <li>• Teachers are responsible for assessing and monitoring the progress of all children in their class. If a child fails to make their expected progress in the National Curriculum despite additional support then;</li> <li>• The class teacher will initiate some additional support work. The class teacher will refer to the Somerset Graduated Response Toolkit as a framework for good practice. This support may be in a small group or on a one to one basis and will be focussed on a particular aspect of learning. The SENCO may be involved in discussions and advice. Information about progress and support will be shared with parents / carers and the SENCO.</li> <li>• If a child continues to not make the expected progress the class teacher may then request that the SENCO becomes involved.</li> <li>• The SENCO may then invite the parents/ carers to a meeting and / or carry out observations and assessments to inform a decision as to whether a child needs to be entered onto the SEND Assess -Plan – Do – Review cycle.</li> <li>• The SENCO may contact outside agencies in order to understand a child's needs more clearly.</li> </ul>
	Teacher concerns	<ul style="list-style-type: none"> <li>• Staff may observe that a child is experiencing specific barriers or difficulties with learning</li> <li>• The class teacher is responsible for initiating some additional support. This may be in a small group and focussed on a particular aspect of learning. The SENCO may be involved in discussions and advice, and information about</li> <li>• Progress will be shared with the parents/carers and the SENCO</li> </ul>

		<ul style="list-style-type: none"> <li>• If a child continues to not make the expected progress the class teacher may then request that the SENCO becomes involved.</li> <li>• The SENCO may then invite the parents/ carers to a meeting and / or carry out observations and assessments to inform a decision as to whether a child needs to be entered onto the Assess -Plan – Do – Review SEND cycle</li> <li>• The SENCO may contact outside agencies in order to understand a child's needs more clearly.</li> </ul>
	Parental / carer concerns	<ul style="list-style-type: none"> <li>• Any parental concerns should be raised with the class teacher who will then, if necessary, discuss further with the SENCO for advice.</li> <li>• The class teacher may initiate some additional support if appropriate. If concerns continue the class teacher may request that the SENCO becomes involved.</li> <li>• The SENCO may then invite the parents / carers to a meeting and / or carry out observations and assessments to inform a decision as to whether a child needs to be entered onto the Assess -Plan – Do – Review SEN cycle</li> <li>• The SENCO may contact outside agencies in order to understand a child's needs more clearly.</li> </ul>

## HOW COULD MY CHILD GET HELP IN SCHOOL?

Children in school will get support that is specific to their individual needs. This may be all provided by the class teacher or may involve:

- Other staff in the school
- Staff who will visit the school from the Local Authority such as Educational Psychologists, Physical and Medical Support Team
- Staff who visit from outside agencies such as the Integrated Therapy Service (Speech and Language therapy (SALT), Occupational Therapy (OT) and Physiotherapy (PT))

The support will be provided through a graduated response in line with the Somerset Graduated Response Toolkit. The content of this response is described further in the school's graduated response circle and the Somerset Graduated Response Toolkit.

	Types of support provided	What would this mean for your child?	Who can get this kind of support?
What are the different types of support available for children with SEND in this school?	<p><b>UNIVERSAL SUPPORT</b></p> <p>Class teacher input via excellent targeted classroom teaching also known as Quality First Teaching. This is the Universal strand of the Somerset Graduated Response Tool.</p>	<ul style="list-style-type: none"> <li>• Ensuring that the teacher has the highest possible expectations for your child and all pupils in their class.</li> <li>• Ensuring that all teaching is based on building on what your child already knows, can do and can understand</li> <li>• Putting in place different ways of teaching so that your child is fully involved in learning in class. This may involve things like using more practical learning approaches.</li> <li>• Putting in place specific strategies (which may be suggested by the SENCO or outside staff) to support your child to learn.</li> <li>• Putting in place additional support that has a proven positive impact on children's learning.</li> </ul>	All children in school should be getting this as a part of excellent classroom practice

	<p><b><u>TARGETED GROUP SUPPORT</u></b>  <b>Specific group work with in a smaller group of children (SEN Support).</b>  This group may be:  Run in the classroom or another teaching space  Run by a Teacher or Teaching Assistant who has had training to run these groups.</p>	<ul style="list-style-type: none"> <li>• Your child's teacher will have carefully checked on your child's progress and will have decided that your child has gaps in their understanding/learning and needs some extra support to help them make the best possible progress.</li> <li>• They are responsible for the planning and review of the sessions and will liaise with the teaching assistant about planning, delivery and outcomes from the group.</li> <li>• Information will be shared with you and the SENCO and recorded on the school's systems.</li> </ul>	<p>Any child who has specific gaps in their understanding of a subject/area of learning.</p>
	<p><b><u>TARGETED SUPPORT</u></b>  <b>Targeted individual support (High Needs)</b> This means that they have been identified by the class teacher and SENCO as needing some extra specialist support in school, and advice from a professional outside the school.  Some children in school will have needs that require support targeted at this level of the Somerset Graduated Response Tool.</p>	<ul style="list-style-type: none"> <li>• Your child will have been identified by the class teacher and SENCO as needing more specialist input in addition to excellent classroom teaching and intervention groups.</li> <li>• You will be asked to meet to discuss your child's progress and help plan possible ways forward. This meeting will be part of a termly Assess -Plan -Do - Review SEN cycle.</li> <li>• You may be asked to give your permission for the school to discuss your child external agencies.</li> <li>• You may be asked to give permission for your child to be discussed with or referred to a specialist professional e.g a Speech and Language Therapist. This will help the school and you understand your child's particular needs better and be able to support them better in school.</li> </ul>	<p>Children with specific barriers to learning that cannot be overcome through Quality First Teaching and intervention groups. They will receive support that is different from and additional to the teaching that is available to all children.</p>

	<p>This may be from: Educational Psychologist, outside agencies such as the Speech and Language therapy (SALT) Service</p>	<ul style="list-style-type: none"> <li>• The specialist professional may make suggestions that will support the school in understanding and helping to meet the child's needs. These may include: <ul style="list-style-type: none"> <li>○ Making changes to the way your child is supported in class e.g some individual support or changing some aspects of teaching to support them better</li> <li>○ Suggestions for focussed targets which will include their specific expertise for teachers to implement</li> <li>○ A specialised group or individual work</li> </ul> </li> <li>• The school will discuss with you some agreed individual support for your child. They will tell you how the support will be used and what strategies will be put in place.</li> <li>• Yours and your child's views will be listened to and recorded in your child's school's SEND passport. This will also contain information about targets, provision and progress.</li> </ul>	
--	--	--	--

	<p><b><u>PERSONALISED INDIVIDUAL SUPPORT</u></b>  <b><i>A few children will need support provided via an Education, Health and Care Plan (EHCP).</i></b></p> <p>This means your child will have been identified by the class teacher, the SENCO and outside agencies as needing a particularly high level of personalised and individual teaching which cannot be provided from the budget available to the school.</p> <p>Your child will also be receiving specialist support / advice from the school. This may be from an Educational Psychologist, other outside agencies such as the Integrated</p>	<ul style="list-style-type: none"> <li>• The school or you can request that the Local Authority carry out a statutory assessment of your child's needs. This is a legal process and you can find more detail about this from the Somerset County Council Local Offer website <a href="https://www.somerset.gov.uk/children-families-and-education/the-local-offer/education-health-and-care-plans/">https://www.somerset.gov.uk/children-families-and-education/the-local-offer/education-health-and-care-plans/</a></li> <li>• After the request has been sent in to the Local Authority (with a lot of information about your child including some from you), they will decide whether they think your child's needs -as described in the paperwork provided, seem complex enough to need a statutory assessment. If this is the case, they will ask you and all professionals involved with your child to write a report outlining your child's needs. If they do not think your child needs this, they will ask the school to continue with the SEND support.</li> <li>• After the reports have all been sent in the Local Authority will decide if your child's needs are severe and complex and that they need more support in school to make good progress. If this is the case they will write an Education, Health and Care Plan. If this is not the case, they will ask the school to continue with the SEND support. They may also set up a meeting in school to ensure a plan is in place to ensure your child</li> </ul>	<p>Children whose learning needs are:</p> <ul style="list-style-type: none"> <li>• Severe and complex lifelong</li> </ul>
--	---	---	---

	Therapy Service or a Paediatrician	<p>makes as much progress as possible.</p> <ul style="list-style-type: none"> <li>• The Education, Health and Care Plan will outline the individual/small group support your child will receive and how the support should be used and what strategies must be put in place. It will also have long term goals and outcomes for your child.</li> <li>• An additional adult may be used to support your child with whole class learning, run individual programmes or run small groups which include your child.</li> </ul>	
--	------------------------------------	--	--

<p><b>How can I let the school know I am concerned about my child's progress in school?</b></p>	<ul style="list-style-type: none"> <li>• If you have concerns about your child's progress you should speak to your child's teacher</li> <li>• If your child is still not making progress the concerns may need referring to the SENCO.</li> <li>• If you continue to feel that your child is still not making progress you should speak to the Headteacher or the school SEND Governor.</li> </ul>
<p><b>How does the school monitor progress and let me know if they have any concerns about my child's learning?</b></p>	<ul style="list-style-type: none"> <li>• Shepton Mallet Community Infants' School and Nursery has Pupil Progress Meetings where students who give concern are discussed and appropriate actions agreed and reviewed. Parents evenings are arranged twice a year, you will also receive a written report at the end the year.</li> <li>• When a teacher or a parent / carer has raised concerns about a child's progress, and targeted teaching has not met the child's needs, the teacher must raise this with the SENCO.</li> <li>• The school will set up a meeting to discuss this with you in more detail. <ul style="list-style-type: none"> <li>○ To listen to any concerns you may have</li> <li>○ To plan any additional support your child may receive</li> <li>○ To discuss with you any referrals to outside professionals to support your child's learning</li> </ul> </li> </ul>
<p><b>How is extra support allocated to children and how do they move between the different levels?</b></p>	<ul style="list-style-type: none"> <li>• The school budget, received from Somerset LA, includes money for supporting children with SEND.</li> <li>• The Head Teacher decides on the budget for Special Educational Needs and Disabilities in consultation with the school governors, on the basis of needs in the school.</li> <li>• The Head Teacher and the SENCO discuss all the information they have about SEND in the school, including <ul style="list-style-type: none"> <li>○ the children getting extra support already</li> <li>○ the children needing extra support</li> <li>○ the children who have been identified as not making as much progress as would be expected. and decide what resources/training and support is needed.</li> </ul> </li> <li>• All resources/training and support are reviewed regularly and changes made as needed.</li> </ul>

<b>Who are the other people providing services to children with SEND in the school?</b>	A. Directly funded by the school	<ul style="list-style-type: none"> <li>• Teaching Assistants</li> <li>• Forest School leaders</li> <li>• Parent and Family Support Advisor</li> </ul>
	B. Paid for centrally by the Local Authority but delivered in school	<ul style="list-style-type: none"> <li>• Educational Psychology Service</li> </ul>
	C. Provided and paid for by the Health Service but delivered in school	<ul style="list-style-type: none"> <li>• School Nurse</li> <li>• Integrated Therapy Service (speech therapy, occupational therapy, physiotherapy)</li> </ul>
<b>How are the teachers in school supported to work with children with SEND and what training do they have?</b>	<ul style="list-style-type: none"> <li>• The SENCO's job is to support the teachers in planning for children with SEND</li> <li>• The school has a training plan for all staff to improve the teaching and learning of children including those with SEND. This includes whole school information &amp; training on SEND issues</li> <li>• Individual teachers and support staff attend training courses run by outside agencies that are relevant to the needs of specific children in their class</li> <li>• The SENCO has achieved the National Professional Qualification for SEN Co-ordination. This is a qualification at Master's level.</li> <li>• The teaching staff have received training in using Precision Teaching, Talk Boost, Supporting Traumatized Children, Maximising the Impact of TAs, the new Code of Practice, the Somerset Graduated Response Toolkit, specific English and Maths 1:1 interventions, effective production of individual support plans, effective use of interventions in the classroom.</li> <li>• The Teaching Assistants have attended training on Effective Questioning, specific English and Maths 1:1 interventions, Supporting Traumatized Children, Precision Teaching, Talk Boost and effective group work.</li> </ul>	
<b>How will the teaching be adapted for my child with learning needs (SEND)?</b>	<ul style="list-style-type: none"> <li>• Teachers plan lessons according to the specific needs of all groups of children in their class, and will ensure your child's needs are met.</li> <li>• Teaching Assistants will support your child's learning in the classroom.</li> <li>• Specific resources and strategies will be used to support your child individually and/or in groups. The school will use the Somerset Graduated Response Toolkit to ensure that quality intervention with proven efficacy are in place when needed.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Planning and teaching will be adapted on a daily basis if needed to meet your child's learning needs.</li> </ul>
<b>How will we measure the progress of your child in school?</b>	<ul style="list-style-type: none"> <li>• Children's progress is reviewed formally every term and a judgment is made about whether they are on target to achieve the relevant Age-Related Expectations in English and Maths.</li> <li>• If your child is not yet working at Year 1 Age Related Expectations by the end of Y1, they will be assessed using the Pre-Key Stage Standards or the Engagement Model.</li> <li>• At the end of Key Stage 1 the school is required to report whether your child has achieved Age Related Expectations in English, Maths and Science. This is something the government requires all schools to do and the results that are published nationally. As with Year 1, in Year 2 if your child is not working within Age Related Expectations in English and Maths they will be assessed using the Pre-Key Stage Standards or the Engagement Model.</li> <li>• The progress of children with a statement or EHC Plan is formally reviewed at an Annual Review.</li> <li>• The SENCO will also check that your child is making good progress towards their individual support plan targets and outcomes.</li> </ul>
<b>What support do we have for you as a parent of a child with SEND?</b>	<ul style="list-style-type: none"> <li>• We would like you to talk to your child's teachers regularly so we know what they are doing at home and we can tell you about what we are doing in school. We hope this will make sure that we are doing similar things to support your child both at home and school and can share what is working in both places.</li> <li>• The SENCO is available to meet with you to discuss your child's progress or any concerns/worries you may have.</li> <li>• All information from outside professionals will be discussed with you with the person involved directly, or where this is not possible, in a report. The SENCO will also arrange to meet with you to discuss any new assessments and ideas suggested by outside agencies for your child.</li> <li>• Homework will be adjusted as needed to your child's individual needs.</li> </ul>
<b>How have we made Shepton Mallet Community Infants' School &amp; Nursery</b>	<ul style="list-style-type: none"> <li>• We ensure that equipment used is accessible to all children regardless of their needs.</li> <li>• Key words and literacy resources are used across the school to support learning.</li> <li>• Practical maths resources such as Numicon are available in all classes.</li> <li>• Visual timetables / reminders / learning prompts are used in all classrooms</li> </ul>

<b>accessible to children with SEND?</b>	<ul style="list-style-type: none"> <li>• Considerations will be made to ensure that all school trips are inclusive. Alternative activities may be offered whilst on a school trip to meet the needs of your child. If necessary an additional adult may accompany your child on the trip.</li> <li>• There is a disabled suite in school which includes a toilet, shower and hoist. All buildings have disabled access.</li> <li>• Adaptations will be made to allow all children to access the offsite activities that we offer.</li> </ul>
<b>How will we support your child during transition? ie moving to our school/ when they are moving to another class or leaving this school.</b>	<ul style="list-style-type: none"> <li>• We recognise that ‘moving on’ can be difficult for a child with SEND and take steps to ensure that any transition is as smooth as possible.</li> <li>• If your child is moving into our school; <ul style="list-style-type: none"> <li>○ We will discuss any learning needs with the prior setting</li> <li>○ Provide a transition booklet</li> <li>○ Invite your child for some additional visits prior to joining our school</li> </ul> </li> <li>• If your child is moving to another school; <ul style="list-style-type: none"> <li>○ We will contact the school SENCO and ensure he/she knows about any special arrangements or support that need to be made for your child.</li> <li>○ We will make sure that all records about your child are passed on as soon as possible.</li> <li>○ If necessary arrange additional visits for your child to the new setting, or invite staff to visit your child at our school</li> <li>○ Your child may be part of a specific supported group before transfer to a new school where students will have the opportunity to discuss any worries and learn new skills relevant to their transfer</li> </ul> </li> <li>• When moving years in school; <ul style="list-style-type: none"> <li>○ Information about your child will be shared with their new teachers</li> <li>○ If your child would be helped by a personalised plan for moving to another year, we will put this in place.</li> <li>○ Organise specific times for your child to visit the new class</li> <li>○ Provide a transition book if necessary</li> </ul> </li> </ul>
Signed by:  Headteacher Mrs Honoria Thompson <i>Honoria Thompson</i> 5.9.25	

SENCO Mrs Elaine Hewitt



**If you have any further questions that you would like to ask you are very welcome to make an appointment to see Elaine Hewitt – SENCO. This can be done through the school office.**

