



**Court Fields School**  
**Achieve | Belong | Participate**

**SEND**  
**SCHOOL INFORMATION REPORT**

**September 2023**

**Our SEND Intent**

Learning does not happen unless students feel **safe and secure**, have **positive, trusting relationships** with the adults around them and perceive these adults as **being fair**. Ensuring students have the **emotional security** to learn effectively will always come first in our school. Our principles are that **challenge** is at the heart of every lesson for every student.

All lessons are characterised by **high quality explanation and modelling**, students are supported to **practise** until they become **independent**, and **feedback and questioning** are used strategically so that our students get the best learning experience in every lesson, and so that we powerfully address disadvantage.

Somerset's SEND Local Offer is Somerset Council's local hub of information and guidance for children and young people with special educational needs and/or disabilities (SEND), their families and professionals in Somerset. Explore services available to support you and how to access them via their website here:

[www.somerset.gov.uk/localoffer](http://www.somerset.gov.uk/localoffer) and [www.facebook.com/LocalOfferSomerset](https://www.facebook.com/LocalOfferSomerset)

Signed: *R Healey* (Mr Richard Healey, SEND Governor)

Signed: *A Thorne* (Mrs Angela Thorne, Chair of Governors)

**Interim review: February 2024**

**Next Review: September 2024**

**This report was first compiled in September 2023 by Mrs Vicki McCarthy, SENDCO.**

## 1. How does the school know if students need extra help?

We work in line with the Somerset Graduated Response, which can be accessed here:

<https://www.somerset.gov.uk/children-families-and-education/the-local-offer/education/what-to-expect-from-education/>

- Through information provided by the Primary schools before the Year 6 students transfer to Court Fields School, or previous school if in-year admission.
- Screening for reading and spelling in the Autumn Term of Year 7
- Diagnostic testing as appropriate, including for Access Arrangements from Easter of Year 9.
- Ongoing through formative and summative assessment, followed by Assess, Plan, Do, Review (APDR) processes, and SEN Initial Concerns raised via teaching staff and Heads of Faculty/ Heads of Year, in line with the Graduated Response.
- Half termly meetings between HOY and SENCO.
- Teaching Assistant feedback/concerns
- Teacher feedback/concerns
- Parental feedback/concerns
- Student feedback/concerns
- Form Tutor and Head of Year concerns
- Information from other staff such as PFSA/EP/OT/Access To Inclusion etc.
- Primary Inclusion Meetings
- SENDCO Cluster
- Educational Psychologist Annual Planning Meeting

The definition of Special Educational Needs (SEN) is: *A child or young person with a learning difficulty or disability which calls for special educational provision to be made for them. A young person has a learning difficulty or disability if he/she has (a) a **significantly greater difficulty in learning** than the majority of others of the same age: or (b) has a disability which prevents or hinders him/her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools.* Clause 20 Children and Families Act, June 2014

## 2. How will school staff support my child?

Somerset Graduated Response Tool

Quality first teaching underpins all educational provision. It focuses on inclusive practice and breaks down barriers to learning. For the majority of children this can be achieved by identifying specific barriers, followed by personalisation and differentiation using strategies as identified in the Somerset Graduated Response Tool. The Somerset Graduated Response Tool breaks down SEN into four broad areas of need. This targets specific support for teachers to plan and for any interventions to take place. You can learn more about the Somerset Graduated Response at: <https://www.somerset.gov.uk/children-families-and-education/the-local-offer/education/what-to-expect-from-education>

Our SEN provision has been quality assured as part of our recent Ofsted Inspection, in which the school was graded as 'Good' in all areas. For more information, please see our Ofsted Report here: <https://www.courtfields.net/ofsted-and-results.htm>

## 3. What kinds of SEND are provided for?

We support many types of special educational need within the following four areas. Cognition and learning, communication and interaction, physical and sensory, and social, emotional and mental health.

## 4. What is our admissions policy for students with SEND needs?

Please see our Admissions Policy for details of admissions. If you require further details about this or transition, please contact the school office.

## 5. What should I do if I think my child may have special educational needs?

In the first instance contact your child's Form Tutor. He/she may be able to address your concerns, or may put you in touch with their Head of Year or our Special Educational Needs Coordinator (SENDCO), Mrs Vicki McCarthy. The school phone number is 01823 664201, the email address is [sen@courtfIELDS.net](mailto:sen@courtfIELDS.net) and the school website is [www.courtfIELDS.net](http://www.courtfIELDS.net).

## 6. What provision is there for students with special educational needs and what approach is used?

School staff will support students at the level appropriate in order to meet their needs through effective personalisation and differentiation in the classroom. This is reviewed on a termly basis as the child develops and makes progress.

Students requiring more specific intervention to access the curriculum may be supported in a range of ways. This could include for example:

- Individual or small group literacy programmes
- Small group numeracy programmes
- Exam Access arrangements
- Small group social and emotional development programmes
- In class support from a Teaching Assistant (TA)
- Individual programmes to meet specific needs
- ELSA programme
- Outdoor learning
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- Thrive
- Morning Interventions and meet and greet

## 7. How do I find out about my child's progress at Court Fields School?

As a parent/carer you will receive:

- Progress Reports which are sent out twice a year including a Final Summary Report at the end of the Summer term which includes comments from the tutor.
- Parent-Subject Teacher consultation evenings
- Meet the Tutor Evening
- Communication through the Class Charts App/texts/emails
- Information about rewards and sanctions from Court Fields staff.
- Meetings set up as appropriate by the SEN Team, SENDCO, Head of Year and/or a member of the senior team (SLT).

In addition, you may also be involved in:

- Annual Review meetings (all students on the SEND Register), which include opportunities for the views of parents/carers and the child to be considered using our online questionnaire
- APDR Meetings
- Information from specific intervention or support, including – Review meetings, PSP meetings etc.

At any time you may contact your child's Form Tutor, Head of Year, SENDCO or any other member of staff for further information. The key contact emails are:

- Tutor (email format is [initialsurname@courtfIELDS.bep.ac](mailto:initialsurname@courtfIELDS.bep.ac))
- SEN Team ([sen@courtfIELDS.bep.ac](mailto:sen@courtfIELDS.bep.ac))

## 8. How do I know what progress my child should be making?

All teachers are aware of each student's starting point from Key Stage 2, as well as the rate of progress we would expect a child to make whilst at Court Fields School each year. Progress may vary in each year, and is tracked carefully in order to ensure that every child makes the best possible progress. We have high ambitions for all our students. Progress is also monitored on a lesson-by-lesson basis using formative assessment by our class teachers.

## **9. How will the curriculum be matched to my child's needs? How are adaptations made to learning environment and curriculum?**

Almost all our students follow the same curriculum as their peers, perhaps with minor adjustments, so that there is no narrowing of the curriculum for students identified as having SEND. All our teachers are teachers of SEND, and support students by scaffolding the lesson content in order to meet the needs of all and facilitate the knowledge learnt. Our curriculum is designed so that content which may be more difficult for some students to understand or remember is a key focus, and the sequencing of our curriculum is adjusted to take this into account.

However, where a student has particularly complex needs, a more personalised curriculum may be discussed and created. For example, the learning environment could be adapted to suit individual needs through the use of a sound system for Hearing Impaired students.

We believe that through this we can ensure that students with an identified special educational need, or students with any kind of disability are not disadvantaged and are able to know more, remember more, and so do more.

## **10. What support will there be for my child's overall well-being, and social and emotional development?**

All students are supported through the Pastoral System, whereby every student has a Form Tutor and a Head of Year.

Regular meetings are held between the Head of Year and the SENDCO as part of our graduated response. At these meetings students who are of concern for academic or pastoral reasons are discussed and appropriate action identified using an Assess, Plan, Do, Review format, and may be escalated for further support if appropriate. These students are then monitored.

Regular meetings are also held between our Attendance Officer and the Head of Year in order to analyse any attendance concerns.

Students with an EHCP will have a key TA, who, alongside the Tutor, regularly liaises with parents/carers to provide a trusted key adult and point of contact.

All students who are identified with concerns about their well-being will be offered appropriate interventions including:

- Staff or student mentors
- Invitation to specific clubs
- Referral to counsellor
- Rewards; including class chart points
- Emotional, Social and Safety interventions
- Behavioural reports
- Careers advice
- Support from other agencies, as appropriate

We have a zero tolerance bullying policy and students are encouraged to report concerns to a trusted adult. The students have their own Wellbeing Hub, where they can report bullying concerns, and the staff in the Hub are trained in working with students with SEND.

## **11. What specialist services are available within, or accessible to the school?**

School based

- Support for Specific Learning Difficulties such as Dyslexia
- Speech and Language support
- Teaching Assistants have training and experience in working with students with general learning difficulties, as well as more specific learning difficulties such as Dyslexia, Autism and Sensory Processing etc.
- Some of our Teaching Assistants are trained to provide personal care
- Counselling
- Careers Advisor
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- Pastoral Support Assistant

#### External services

- Educational Psychology Access to Inclusion Team, including Advisory Teacher Support Services
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- Child and Adolescent Mental Health Service (CAMHS)
- Mental Health in Schools Team
- Educational Engagement Service (attendance)
- School Nursing Team
- EAL Support
- Integrated Therapy Services, including Occupational Therapy and Physiotherapy

## **12. What training is available to staff supporting students with SEND?**

Training for teaching students with Special Educational Needs or disabilities is considered essential. There is an on-going programme of whole school training in teaching and supporting students identified as having SEND, which includes:

- Specific Learning Difficulties
- Communication and Interaction – including Autism
- Social Emotional and Mental Health
- Hearing impairment
- Visual impairment
- Sensory support
- Emotion Coaching
- Trauma Informed Responses
- Attachment
- Adverse Childhood Experiences (ACEs)

In addition there is regular whole school training in:

- Child Protection (Safeguarding)
- First Aid awareness e.g. use of epi-pen, asthma awareness, epilepsy awareness
- Outstanding Teaching and Learning

Individual members of the SEND team and the Pastoral team may receive training in:

- Manual handling
- Evac chairs
- Sexual health
- Anger management
- Harmful Sexual Behaviour
- Self-harm, Eating Disorders, Mental Health First Aid
- Access arrangements (exam concessions)
- De-escalation techniques
- Team Teach

The SENDCO, Vicki McCarthy, is a qualified teacher and has worked previously as an Assistant Headteacher at the Elmwood & Penrose Federation (specialist SEND provision), with extensive experience of supporting a wide range of students with a variety of differing complex needs. She is a member of the Chartered College of Teaching. She holds the National Award for SEN Co-ordination (NASENCO), and has been part of the NASEN/EEF Whole School SEND Review Trial.

## **13. How will I be involved in making decisions about and planning for my child's education?**

In addition to the opportunities listed above, (answer 4) there are many other occasions to be involved in your child's education at Court Fields School.

- Induction process from Year 6 to Year 7
- Year 6-7 SEN Parents' Meet The Team Event
- Meet the Tutor Evening
- Learning Support events

- Year 9 Futures events
- KS3 Graduation
- Year 10 GCSE preparation events
- Year 11 planning and preparing for exams events
- Post 16 College Open Evenings
- Presentation Evenings
- Parent & Community Liaison Group/SEND Parent Forum (please contact [sen@courtfields.bep.ac](mailto:sen@courtfields.bep.ac) if you are interested in this group)
- Year 7-11 Subject Evenings

We encourage parents to be involved in their children's education and support the school and students in the learning process, and expect parents to contact us if they have any concerns. Equally, members of staff are expected to contact parents to address issues promptly.

#### **14. How will my son/daughter be involved in the decisions about his/her education?**

- Students are invited to attend Parent-Teacher consultation evenings, such as Meet the Tutor and Subject Evenings
- School Council and Year Council
- Meetings set up by the SEN Team
- Pupil Passports creation and reviews
- Pupil voice groups and questionnaires
- Annual Review meetings for those students in receipt of an EHCP or identified as SEN Support.
- Student Leadership opportunities
- CIAG & Next Step meetings
- Subject & School Reviews

#### **15. How will my child be included in activities outside the classroom, including school trips?**

We actively encourage all students to participate in our extra-curricular programme, including school trips, and we endeavour to overcome any barriers to inclusion.

#### **16. How accessible is the school environment?**

As a school, we have worked with outside agencies to improve accessibility. Most areas are accessible with a lift or ramps and if necessary, we will adjust timetables to ensure children have full access to their curriculum. We have a range of facilities that enable students with additional needs to access the school. Please see our school Accessibility Policy for further guidance.

#### **17. How will the school support my child through transition, both to the school in Year 7 and from the school in Year 11?**

We gather a lot of information about students from their primary school in order to make the best possible preparation for joining Court Fields School. This usually begins in Year 6, but when a child has more complex needs the process of transfer may begin in Year 5 or earlier. In addition to the usual induction days for all students, vulnerable students (not necessarily all children with SEND) are invited to take part in our Enhanced Transition process to ensure a successful transition to secondary school. We also offer our Transition Plus process for those students identified by primary schools as needing a little extra support throughout the process. We offer our Year 6 Parents an additional after school event to meet our SEN and SLT staff, in addition to our Transition Evening. We would also suggest that prospective parents attend our Open Evening, and our Open Morning Tours in September of Year 6, before completing their secondary school choices.

Court Fields School has excellent links with all the Post 16 providers locally, and has a strong tradition of supporting students to find the most appropriate course or training provision for them. As students progress through the school, they are given the opportunity to have a range of careers engagements with our Careers Advisor, who provides them with personalised support and advice,

as well as other internal staff and external providers. Students with educational health and care plans (EHCPs) may receive a range of additional support from Post 16 destinations of choice, and may have individual transition programmes. All Year 11 students with EHCPs will have an Annual Review in Term 1 of their Year 11, attended by our Careers Advisor and a representative from their Post-16 destination of choice, in addition to the usual attendees.

### **18. How are the school's resources allocated in relation to students with SEND?**

The vast majority of school funding is allocated via Element 1 and Element 2 funding. The school may also receive 'top up' funding for students with specific and significant needs. As a school we have an SEND team, led by the SENDCO Vicki McCarthy. Within this team are a number of HLTAs (Higher Level Teaching Assistants) and TAs (Teaching Assistants) whose number varies depending on the school budget and the number of students identified with SEND.

### **19. How is the decision made about how my child will receive support?**

The decision making process is informed by the data and information provided by all agencies involved, including parents and the student. Support is then personalised, using the available resources in order to maximise progress. This is regularly reviewed, and as appropriate, discussed with parents at Annual Review meetings. Where a student makes good progress, and bridges the gap, support may be reduced, and the student may be removed from the SEND Register. When significant changes to provision occur, parents are automatically involved. We will always inform you when your child is added to or removed from the SEND register.

### **20. What is High Quality Teaching?**

As stated by the EEF (2021) "Pupils with Special Educational Needs have the greatest need for excellent teaching and are entitled to provision that supports achievement at, and enjoyment of, school." At Court Fields, our first priority for all students with SEND is that they receive consistently high-quality teaching across the whole breadth of the curriculum to enable them to succeed. We provide a high level of challenge for all of our students and scaffold learning to ensure that every student, including those with SEND, is able to attain the very highest standards. Our teachers use principles of high-quality education based on research - precise explanation, scaffolded practice, regular feedback, expert modelling and targeted questioning to enable students to know, remember and do more in every subject area. In accordance with the SEN code of practice (2014), this high-quality teaching is the first and most important level of support for SEND students, and all of our teachers are made "responsible and accountable for the progress and development of all pupils, including those who have additional needs".

### **21. How do you assess and review progress that children are making? How do you evaluate the effectiveness of what you are doing?**

We do this through a range of ways including: formative (ongoing) assessment for learning, book monitoring, lesson observations, intervention results, behaviour and Class Chart points, reports from teachers, student voice and summative assessments (such as end of Unit tests). Students are tracked from Year 7 to monitor their progress throughout KS3 and KS4.

### **22. How are children and young people with SEND integrated with non-SEND students?**

We are a fully inclusive school and believe that all students should have the opportunity to achieve and succeed, while recognising and supporting individual needs. The majority of SEND learners' needs can be met in the classroom through quality teaching and a carefully planned sequenced curriculum. Some students may also receive shared TA support in lessons or receive addition.

### **23. How is the SEND Information Report created?**

The SENDCO, with stakeholders, writes and reviews this report every year, ensuring that all information from the Local Authority is considered and referenced. If any parent or carer would like to contribute and support in the reviewing of the document, they can email [sen@courfields.net](mailto:sen@courfields.net). We have a number of staff who are parents working in the Learning Support Team, as well as the wider staff team who support the SENDCO in the production and reviewing of



the Information Report. We also work with our Trust SENCOs to quality assure our provision and the SEND Information Report as part of the work within our Trust.

#### **24. What progress do student with SEND make at Court Fields?**

The main measure that the government uses to measure student progress is called Progress 8. The following data demonstrates that outcomes for our SEN students show a positive trend over time. Our focus continues to be on powerfully addressing disadvantage and narrowing the gaps between SEND and other students across academic and pastoral outcomes.

Our results show that the students identified as having a SEND are making progress over time. The gap between SEND and Non-SEND students is closing for those following a Progress 8 curriculum.

As an inclusive local school, we also have some SEND students who do not follow a full Progress 8 curriculum, as appropriate to their needs. This is reflected in the P8 score.

We know that one of the key factors supporting students making progress is good attendance, as this enables our students to take advantage of the high quality teaching from our staff in lessons. We would ask all parents to support us in ensuring that their child/children are in school as much as possible.

<b>Progress 8 Measure</b>	<b>Whole School</b>	<b>SEN</b>	<b>Non SEN</b>	<b>Gap closing over time</b>
Summer 2017 exam results	-0.3	-1.51	-0.17	-1.34
Summer 2018 results	-0.33	-0.94	-0.25	-0.69
Summer 2019 results	-0.43	-0.47	-0.42	-0.05
Summer 2020 results (unvalidated) CAG	-0.05	-1.07	0.11	-1.18
Summer 2021 results (unvalidated) TAGs	-0.11	-0.09	-0.11	0.02
Summer 2022 results	-0.08	-0.21	-0.07	-0.14
Summer 2023 results	-0.33	-0.65	-0.3	-0.35

#### **25. What support do Somerset County Council provide students with SEND ?**

Details of Somerset's local offer can be found here:

[www.somerset.gov.uk/localoffer](http://www.somerset.gov.uk/localoffer) and [www.facebook.com/LocalOfferSomerset](https://www.facebook.com/LocalOfferSomerset)

#### **26. How are SEND records stored?**

SEND files on pupils are stored in locked filing cabinets with keys stored in separate, locked locations. Electronic records are kept in SIMS/Provision Map.

#### **27. What do I do if I have a complaint?**

Please see our Complaints leaflet on our website. This can be found on our website here:

<https://www.courtfields.net/policies.htm>

#### **28. Sources of Additional Support**

- SENDIAS - <https://choices.somerset.gov.uk/025/send/somerset-sendias/>

- Somerset County Council, SEN - [www.somerset.gov.uk/localoffer](http://www.somerset.gov.uk/localoffer) and [www.facebook.com/LocalOfferSomerset](https://www.facebook.com/LocalOfferSomerset)

- NASEN – [www.nasen.org.uk](http://www.nasen.org.uk)

- the EBSA (Emotionally based school avoidance) resources. Free parent training webinar <https://www.supportservicesforeducation.co.uk/Page/20029>



**29. Contact Details**

SENDCO (Special Educational Needs Coordinator) – Vicki McCarthy

Court Fields School phone number - 01823 664201

Court Fields School SEN email address – [sen@courtfields.bep.ac](mailto:sen@courtfields.bep.ac)