

Dear Parent/Carer

As I continue to monitor, evaluate, and improve the SEND offer at Hele's School, I am writing to give you a Special Educational Needs and/or Disability (SEND) update

Following the release of the SEND Green Paper, SEND provision continues to be high on the Government Agenda. At Hele's School and across all Primary Schools and Secondary Schools in the WeST Trust, the focus on supporting children and parents of children with SEND is also a key area of focus.

The following information outlines priority areas of improvement:

1) The Graduated Approach

The SEND support system follows four stages, often referred to as the Graduated Approach cycle and recommends that schools should 'Assess, Plan, Do, Review' the needs of children identified with SEND. Where a child or young person is identified as having Special Educational Needs and/or Disabilities, the school aims to remove barriers to learning in the classroom. Subject staff are supported to use adaptive teacher techniques to ensure they can deliver First Quality teaching to every child in every class.

All schools in WeST Trust have invested in a programme called **Provision Map**. This programme allows a pupil's Learning Plan (which includes strengths, areas to develop and strategies to support in the classroom) to be reviewed and updated three times a year. The reviews are conducted by either a member of the SEND Team, the Head of Year, the Pastoral Manager or the Tutor. We are currently fine tuning the Quality Assurance process of this system and following Cycle 2 (30th January – 30th March), will invite you to sign up to Provision Map to ensure that you are able to oversee the Learning Plan and contribute at each review stage.

2) SEND Surgery

A SEND Surgery will be launched later this month. This will give parents an opportunity to make a 15-minute Microsoft TEAMS or phone appointment with a member of the SEND team. The SEND Surgery will not replace TAM/MASP/EHCP reviews but will simply provide you with an additional opportunity throughout the academic year to speak with the SEND Team rather than solely rely on calling into the school or contact via email.

It is essential to keep the lines of communication open and readily available for parents and it is anticipated that the SEND Surgery alongside Tutor parent's evenings and Subject parent's evenings will further add to the quality of SEND support for both parents and students alike.

The SEND Surgery will take place **every Monday** from 2pm to 3pm. You can book into the weekly SEND surgery by emailing hewson@heles.plymouth.sch.uk Please share the **name of your child, discussion points and select your preferred appointment time** (2pm, 2.15pm, 2.30pm or 2.45pm).

Forms will be processed on a Friday prior to each weekly surgery, and you will be emailed a Microsoft TEAMS invite for your appointment.

3) SEND Parent Network evening

The SEND Parent Group have held termly meetings since the spring last year and are looking for additional members to join! Covid pressed pause on many areas of school life and so I am delighted to share that we will be holding a Parent Network meeting at Hele's School on **January 25th at 5.30pm**. The event will be an opportunity to informally meet with members of the current SEND Parent Group and network with other parents of children with SEND. On the evening, there will also be opportunity to fill in a Parent Voice survey which will contribute to, and further shape SEND development plans in the future.

For planning purposes, **please share your intention to attend on or before 18th January 2023** by using the SEND Parent Network evening link on the website – School Information/SEND/SEND Parent Network evening sign up or follow this link <https://forms.microsoft.com/e/tP32TXrkMD>

Kind Regards,

Miss McNamara

Assistant Principal/SENDCo