



## **SEN and Disability**

### **Local Offer: Primary Settings**

Mainstream, Short Stay Schools, Special Schools  
and Academies

Name of School: Lea Endowed Cofe School

School Number: 06038

## Guidance for Completion

This template is designed to help you to pull together information so that parents of children with Special Educational Needs or Disabilities (SEND) know what support they can expect if their child attends your school/academy.

The SEND Reforms will place a statutory requirement on schools from September 2014 to make information available to parents about how the school supports children and young people with SEN. This information will form the main basis for the school's Local Offer, which has to be published on the school's website. Your website must include the name and contact details of your SENCO and a link to the Local Authority's Local Offer when it becomes available.

The questions in the template are intended as prompts and reflect key issues that parents have told us they would like to know about when deciding which school could best meet their child's needs. You may also wish to consult with your own pupils' parents about what to include in your Local Offer.

In developing your school Local Offer you should be mindful that there is a requirement for a feedback facility to be available as part of the Local Offer and for responses to be given to feedback received.

Please provide a copy of your completed template along with the following completed information by email to [IDSS.SENDReforms@lancashire.gov.uk](mailto:IDSS.SENDReforms@lancashire.gov.uk)

When saving your local offer please use the following format:

LO-SCHOOLNAME-SCHOOLNUMBER

Eg LO-LEAFYVILLAGESCHOOL-011001

<b>School/Academy Name and Address</b>	<b>Lea Endowed CE Primary School</b>		<b>Telephone Number</b>	<b>01772 729880</b>
			<b>Website Address</b>	<b>www.leacofe.lancs.sch.uk</b>
<b>Does the school specialise in meeting the needs of children with a particular type of SEN?</b>	<b>No</b>	<b>Yes</b>	<b>If yes, please give details:</b>	
	<b>no</b>			
<b>What age range of pupils does the school cater for?</b>	<b>4-11years</b>			

<b>Name and contact details of your school's SENCO</b>	<b>Miss Anne Gibbons</b>
--	--------------------------

We want to ensure that we keep your information up-to-date. To help us to do this, please provide the name and contact details of the person/role responsible for maintaining details of the Local Offer for your school/academy.

<b>Name of Person/Job Title</b>	<b>Miss Anne Gibbons</b> <b>Mrs Kath Middlemiss</b>		
<b>Contact telephone number</b>	<b>01772 729880</b>	<b>Email</b>	<b>head@leacofe.lancs.sch.uk</b>

## Promoting Good Practice and Successes

The Local Offer will give your school the opportunity to showcase any good practice you have around supporting children with Special Educational Needs to achieve their full potential. If you have any examples of good practice or success stories, we would encourage you to include these on your Local Offer web pages. For reasons of confidentiality, please do not include a child's full name in any case studies you promote.

I confirm that our Local Offer has now been published on the school/academy website.

<b>Please give the URL for the direct link to your school's Local Offer</b>			
<b>Name</b>		<b>Date</b>	

**Please return the completed form by email to:**  
[IDSS.SENDReforms@lancashire.gov.uk](mailto:IDSS.SENDReforms@lancashire.gov.uk)

## Accessibility and Inclusion

Our school is situated in Lea, Preston and there is no parking on site. Staff and visitors park on the roadside and around school. Parents can drop their children off anytime after 0845 and they are supervised by a member of staff on the playground until school starts at 0855. The school has standard sized door frames, no steps and a ramp to the front door.. There is an accessible toilet facility.

Displays are placed on boards in the corridor, classrooms and noticeboards. Policies and procedures are accessible via the school office.

We not currently have any children or families with additional needs that require adaptations to information, resources and equipment.

## Teaching and Learning

### What the school provides

The school uses a robust method of assessment and needs are identified and targeted as soon as they are recognised. KS1 children learn in classes of 20 for the core subjects and differentiated plans meet their needs. Where children have additional behavioural or academic needs they are supported with Individual Plans that are tailored to each child. Most children make at least expected progress. We access other agencies to support staff with children with additional needs.

The SENCO attends cluster meetings and relevant training pertinent to the needs of the children in school. The Headteacher attends briefings and updates. Information from the SENCO and Headteacher is cascaded to all staff at staff training meetings.

Where children require adjustments and support during SATS the Headteacher applies to the Department for Education for allowances to be made.

Our SEN provision map indicates that children with SEN make progress in line with all the other children in school.

## Reviewing and Evaluating Outcomes

### What the school provides

We currently have no pupils with a Statement or EHC Plan. Should this be the case in the future then the SENCO will arrange for review meetings to be held annually. During the year the SENCO will liaise with parents and other involved professionals.

Children with other SEN support needs are monitored closely and reviewed regularly. IEPs or IBPs are discussed with parents and children and targets modified as required.

The school assesses and evaluates the effectiveness of its SEN provision by rigorously monitoring progress. Where the SENCO and Headteacher feel needs are not being met they will take advice from other agencies and ensure guidance is implemented. Parents are regularly consulted throughout the process.

## Keeping Children Safe

### What the school provides

Risk assessments are a regular part of school life and where children have additional needs these are always considered.

Children are welcomed into school from 8.55am although a staff member is on duty on the school yard from 8.45am. At the end of the school day children are not allowed out of the playground until a known adult arrives to collect them. Older children are only allowed off the school premises if their parent has given verbal or written permission to school.

Break times are supervised by a member of staff and lunch times are supervised by at least 4 welfare staff.

All staff follow safe procedures at all time and ensure that pupil safety is a priority.

## Health (including Emotional Health and Wellbeing)

- How do you manage safe keeping and administration of medication?
- How do you work with a family to draw up a care plan and ensure that all relevant staff are aware of the plan?
- What would the school do in the case of a medical emergency?
- How do you ensure that staff are trained/qualified to deal with a child's particular needs?
- Which health or therapy services can children access on school premises?

### What the school provides

Medication is kept in the school office. Parents are requested to come into school to administer prescription medicines e.g. antibiotics.

Inhalers or other prevention medicines can be kept in the classroom and children can access these according to need. It is common practice to ensure that inhalers are always taken on trips and excursions.

Where a child requires a care plan the school takes advice from the relevant professionals

and ensures that all staff are aware of personalised needs.  
In the case of a medical emergency the school will call immediately for an ambulance. First Aiders will respond in accordance with training. Staff train for children's particular needs as they arise.  
Where children require particular health or therapy services the school is committed to meeting their needs.  
School currently accesses pupil mentoring and counselling services.

## Communication with Parents

### What the school provides

Parents at our school know that they can talk readily to the class teacher about any concerns. The school takes all concerns very seriously and acts on them immediately. We operate an 'Open Door Policy' although do ask that parents make an appointment to discuss things that might require an in depth discussion.

Every Thursday from 3.20 pm we have 'Open Door' when parents are free to come into school to speak to their child's teacher about progress or any other concerns.

Parents are updated about their child's academic progress at Parents' Evenings and via a school report. Teachers will contact parents where they feel the children are not sustaining progress or if they have other concerns. The school holds an Open Day once a year.

Parents provide feedback about the school via the Ofsted Parent view Website and any other questionnaires sent out to seek parent views.

## Working Together

- What opportunities do you offer for children to have their say? e.g. school council
- What opportunities are there for parents to have their say about their child's education?
- What opportunities are there for parents to get involved in the life of the school or become school governors?
- How does the Governing Body involve other agencies in meeting the needs of pupils with SEN and supporting their families? (e.g. health, social care, voluntary groups)  
How do home/school contracts/agreements support children with SEN and their families?

### What the school provides

The views of pupils are listened to via The Light Keepers Society. This group is made up of children who have achieved the 'Extra Mile Award' for their consistently positive approach to all aspects of school life.

Parents are given opportunities to discuss their feelings about their child's education at all meetings. They are made fully aware that they can readily contact the class teacher and Headteacher about concerns.

All parents are welcome to attend PTA meetings and events. Parents can apply to become Parent Governors when elections are due.

School welcomes parents into school to help with a range of curricular and extra- curricular activities.

There is an SEN Governor who liaises with the SENCO and Headteacher when discussing policies and provision.

## What help and support is available for the family?

### What the school provides

The SENCO always offers help with completing paperwork and directs parents to Parent Partnership for any additional support. The SENCO will help all families access the support they need.

Where a child needs help getting to and from school the school will work with the agency appointed and ensure that they liaise for the best interests of the children.



## Transition to Secondary School

### What the school provides

The school has a good relationship with local secondary schools these include, Archbishop Temple, Ashton Community School, Our Lady's High School, Broughton High School and the independent sector.

The children attend events at any of the above high schools when invited. This happens from Years 4 upwards.

Our school ensures the children are prepared in Year 6 by enabling transition visits to their chosen secondary school.

## Extra Curricular Activities

### What the school provides

The school provides a Breakfast Club and an After School Club for all children. Breakfast club starts at 0730am and provides breakfast. After School Club is open until 6pm.

The school holds a range of lunch time clubs and after school clubs throughout the year; these include gardening, football and other team sports, Where school involves an external agency parents will sometimes be charged but when possible activities are free due to the use of the Sport Fund Money.

School works hard to ensure all children make friends in school. Lunch time staff focuses on helping the children play together well.