

Horniman Primary School

SEND FAQ Booklet



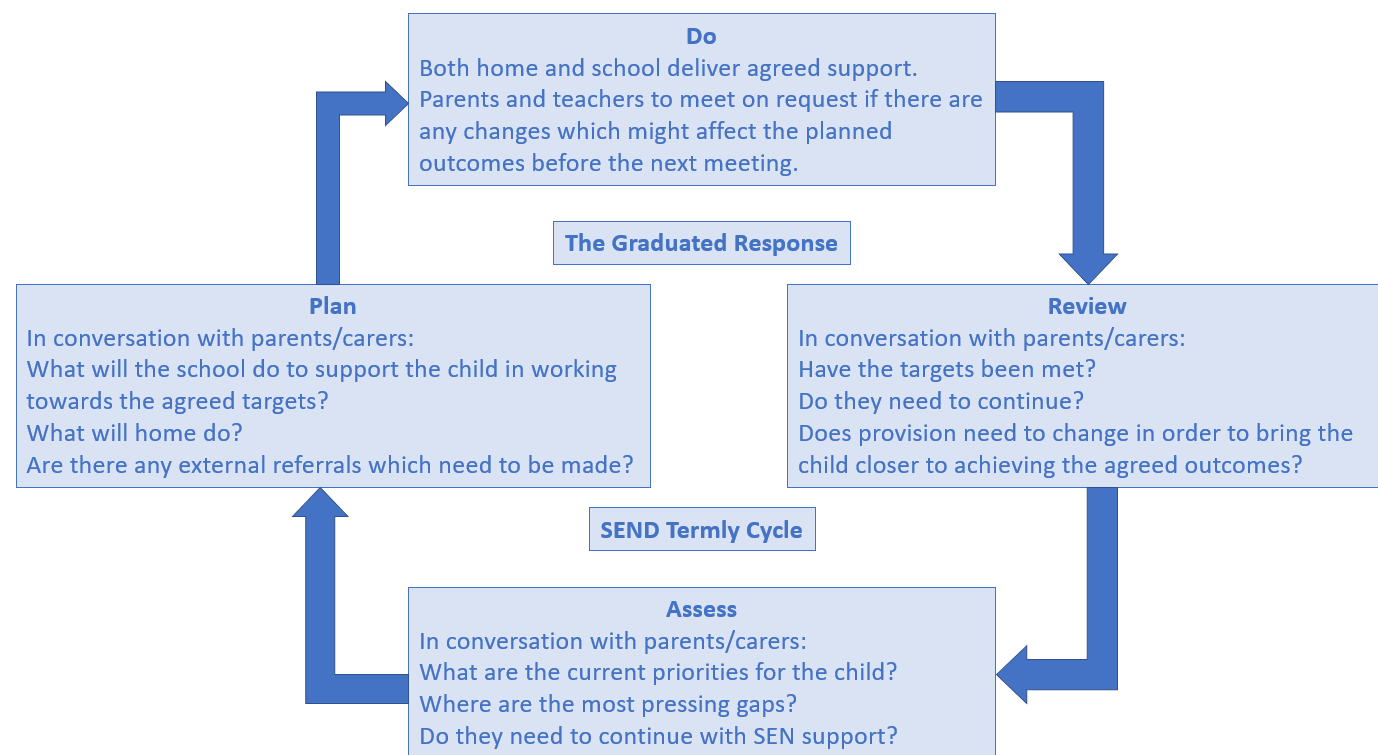
Updated February 2024

SEND Frequently Asked Questions

My child has been identified as having SEND. What happens now?

We follow a graduated response (also known as a graduated approach) to identify the right support for children with SEND. This means that we work in termly cycles consisting of four stages: assess, plan, do, review.

Every term, teachers meet with parents to review previous targets, assess the priority targets and plan actions for both home and school to support children in achieving new targets. Conclusions from this meeting will be recorded on the child's Pupil Passport, which will be shared with home and all relevant staff at school. School will then be responsible for making the agreed provision, and assessing the child against their individual targets before the next parent meeting.



How can I raise queries or concerns outside of the termly parent meetings?

Your child's class teacher should be the first port of call for all concerns relating to their progress and provision. You can arrange a meeting by speaking to them at the gate when you collect or drop off your child, or by emailing or phoning the school office: admin@horniman.lewisham.sch.uk or 02086993190.

If the class teacher is not able to resolve the issue, you can request a meeting with the SENCo along with your child's class teacher by emailing senco@horniman.lewisham.sch.uk

If after meeting with the class teacher and the SENCo you feel that an issue remains unresolved, you can contact the school's Deputy Headteacher with responsibility for Inclusion, Sofie Hashmi, by emailing s.hashmi@horniman.lewisham.sch.uk

What support is available for my child?

Provision for children with SEND always starts with Quality First Teaching – this is a universal offer and teachers will tailor their provision to the needs of their class as far as possible while meeting the standard for general provision. This might involve providing word mats with key spellings, manipulatives to support mathematical understanding, differentiated learning tasks, or putting careful consideration into seating plans.

Where this is not adequate to meet a child's needs, targeted or specialist support may be put in place. This could involve a number of interventions or resources like wobble cushions or chew toys, or referrals to external agencies where the school requires further guidance on how to meet a child's individual special needs.

If the cost of provision for a child is very high, the school might suggest referring them to the Local Authority for an Educational Health & Care Needs Assessment. This is the first step towards acquiring an Educational Health & Care Plan (EHCP), which is a statutory document outlining what a child must receive from their school. EHCPs often have additional funding attached to them in order to support the school to implement the statutory provision. The maximum funding attached to EHCP documents does not cover the cost of full time 1:1 support, and so we are not able to offer this to any child at our school.

For the different kinds of interventions which could be offered for different kinds of need, please see our [SEND Information Report](#) on the website. Please note that not all interventions are always available to every child and we will prioritise access to these based on the presenting level of need.

What is the role of the school's SENCo?

Our SENCo is Alex Newton. She is responsible for co-ordinating the day to day running of SEND provision across the school, making external referrals and working with the Local Authority to promote fair and equitable allocation of resources. It is not possible for her to work directly with all children at Horniman with identified SEND, and her work often takes place behind the scenes.

Alex works four days a week and her time is split equally between teaching and SENCo responsibilities. She is available to complete SENCo work on Thursdays and Fridays. If you need to contact her urgently on a different day, please call or email the school office and she or a member of SLT will get back to you as soon as possible.

What is an Annual Review?

Children with EHCPs will have an annual review in addition to their termly parent meetings. Once a year, all agencies involved in the child's provision will be invited to meet with parents and school to review and update the targets and provision listed in the child's EHCP document.

Annual Reviews follow a fairly rigid structure and are directly focussed on updates to the EHCP document. If you have questions or concerns about your child's progress or provision, please address these with your child's class teacher as and when they arise.

Can my child still attend breakfast and after school clubs?

External services are run independently of the school; however, all reasonable adjustments will be made to ensure that children with SEND are included in this provision. If you have questions about particular adjustments or club spaces for your child, please contact our extended services manager Marsherie McGregor by emailing m.mcgregor@horniman.lewisham.sch.uk

EHCP funding is reserved only for the statutory school day (8.45-3.20) and cannot be used to provide additional staff for extended services. Where a child receives enhanced adult support during the school day, it may be agreed that they would also require enhanced adult support during breakfast or after school clubs. Funding for this can be acquired through applying for a personal budget from the Local Authority, but will depend on the availability of staff to work extended hours. For more information on personal budgets, please [click here](#).

What external services are available to the school?

Our school is not able to directly employ any therapists or specialist teachers, and our access to these services can be dependent on the Local Authority in which the child lives, or where their GP is registered for NHS services. Some waiting lists for these services can be very long, and are outside of the control of the school.

- Speech and Language Therapy
- Occupational Therapy
- Educational Psychology
- Specific Learning Difficulties (Dyslexia) Team
- Paediatrics (eg. for ASD assessments)
- CAMHS (including for ADHD assessments)
- Drumbeat Outreach Service
- Outreach Inclusion Service
- Mental Health Support Team

For some of these services, school is able to make a set number of referrals a year. Where this is the case, children will be added to an internal waiting list and referrals will be prioritised by the level of presenting need.

Where can I find more information?

Our [SEND Policy](#) and [SEND Information Report](#) are both available on our website and will provide more detail about how provision for children with SEND is made at Horniman. If you cannot find the answer to your question, please contact your child's class teacher, or the SENCo if they are not able to help.

Where can I go for further advice?

There are a number of local advisory services available for parents and carers of children with SEND in our local area and nationally. Please click on the links below to see more.

- [Lewisham SENDIASS](#)
- [Lewisham Parent & Carer Forum](#)
- [Contact Lewisham](#)
- [Signal Family Support](#)
- [Young Minds](#)
- [National Autistic Society](#)
- [Drumbeat Parent Outreach](#)