



**St Elizabeth's School and Children's Home**

**SEND POLICY**

**January 2018**

Lead: Samantha Steinke-Sanderson, Head of School

Updated January 2018  
Review January 2020

## **A St Elizabeth's Special Needs Provision**

### **1 Aims of our Special Needs Provision**

To provide education and residential care within a Christian environment where young people with Epilepsy can live and learn in a relaxed and caring environment – Aim from Mission Statement-

### **2 Description of SEN for which provision is made at St Elizabeth's**

St Elizabeth's is a "Non-maintained residential special school for children and students who have moderate or severe learning difficulties which may be caused or complicated by epilepsy or other neurological conditions often with associated disabilities. The skills and themes of the National Curriculum have an important part to play, and give teachers in all subjects' opportunities to develop personal and social skills, mature inter-personal and social behaviour, multi-cultural awareness and equal opportunities of the children in their care. (School Brochure 1994)

### **3 Facilities at St Elizabeth's**

St Elizabeth's offers	Individual Learning Programmes Small teaching groups 1:1 support is negotiated with LEA's Single storey, ramped buildings Post 16+ Course – Special Life Skills Area 24 Hour Curriculum
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A large multi disciplinary team works together to support special needs throughout the 24 hours, offering Specialism in:-

Learning Needs	Specialist Teachers / Resource rooms
Personal Care	Training for Leisure / Independence Well Qualified / Experienced Staff

Medical Support Paediatrics	General Health, Epilepsy / Neurology / Psychiatry /
Nursing Needs	24 Hour Nursing Cover
Night Supervision	Electronic night monitor as well as Personal
Supervision	
Therapy Therapy /	Speech & Language / Physiotherapy / Drama

## **B School Policies Relating To Special Needs**

### **4 Allocation of Resources**

St Elizabeth's Equal Opportunities Policy safeguards the individual pupil's/student's rights to equal access to all areas of the curriculum as presented in different Key Stages.

The use of some specialist resources is limited to particular age groups, e.g. the use of the cottage within the Student Programme. The availability of suitable off site link courses/work placements may at times influence the choice available to some students.

The allocation of educational resources is arranged through the Head of School.

### **5 Identification/Review of Individual Needs**

#### Initial Assessment

All pupils and students admitted to St Elizabeth's will have a multidisciplinary assessment to be completed within the Trial Term agreed as part of the admission procedure.

The following professionals will contribute to this assessment:-

- Class Teacher – to coordinate all teacher responses
- Speech and Language Therapist
- Behaviour Support Specialist
- Physiotherapist – where appropriate
- Occupational Therapist – where appropriate
- Nursing Staff
- Care Staff

#### Ongoing Assessment

- Ongoing Teacher Assessment – Follow up of ILP's
- Annual Reviews – Key Stage Tests/Tasks as appropriate
- Annual Testing in Speech & Language Department for all –
- Monitoring by Physiotherapist for all – testing for those with statemented needs

- Individuals referred to Behaviour Support Specialist at teacher request – as well as Initial and on going monitoring
- Annual Medicals – Specialist tests for individual health needs
- Regular updates of Care and Nursing IPP's
- 14+ 16+ 19+ Transition Planning Meetings – Links with Herts. Special Careers
- Regular involvement with appointed Social Service Personnel to plan for shared care involvement

## 6 **Organisation**

The Head of School is responsible for the implementation of the Special Educational Needs Policy.

In the daily running of the school this is delegated to the Head of School who will be responsible for checking that relevant aims and objectives are in place to support each pupil/students Statement of Special Educational Need.

The class teacher/student tutor will be responsible for ensuring that staff who contribute to a pupils programme are aware of key issues to be addressed, under the statement and that the Individual Educational Plans with regularly updated objectives are available for all children/students. These form the basis of all their educational programmes. Subject coordinators are responsible for ensuring that the content of all schemes of work in their subject, are differentiated to match individual learning requirements. They are also responsible for monitoring any non specialist teaching input in their subject.

## 7 **Procedures for reviewing the effectiveness of the programme**

The Head of School is responsible to the governors for ensuring that the school has sufficient resources and facilities to meet the needs of the stated pupils and students in its care.

The Head of School is responsible for an Annual Time Table/Curriculum Audit to guarantee to the governors that the legal requirements of the National Curriculum are being met within the curriculum on offer in St Elizabeth's School.

The governors guarantee the breadth of specialism's needed within the multi disciplinary team.

The governors have representatives at all Parent Events and report to the parents within The Summer Term Parents' Day.

## 8 **Working with parents**

Comments, suggestions from parents may be made at any time to the Head of Education or staff. Parents should be encouraged to use the Parents' meetings, annual review meetings for discussion. There is parental representation on the governing body, and a formal complaints procedure for children/students and their parents/carers.