

Welcome to St Mary's SEN Information Report (SIR)

Reviewed and Published Feb 2025



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What will I find in this SEN Information Report?

This should help children and families understand the support and provision available to children and young people with Special Educational Needs and/or Disability (SEND).

All schools have a legal duty to make available their Local SEND Offer to families.

It is a requirement that this is published, and reviewed annually.

The required information is set out in the SEN regulations, which can be found in the [SEND Code of Practice](#). We hope this report is easy to read and family-friendly, your feedback is welcome 😊





What kinds of special educational needs and provision is made at St Mary's?

St Mary's is an **inclusive mainstream school** who strives for all pupils to achieve their potential personally, socially, emotionally, physically and educationally.

The below table shows **percentages of pupils within our school with SEN.**

Broad category of need	% of pupils within our school
Social Emotional Mental Health	30 %
Cognition and Learning	31 %
Communication and Interaction	25 %
Sensory and/or Physical	14 %



The above shows broad areas of need and therefore pupils often fall in more than one category. This data therefore represents both primary and secondary needs.



What do I do if I am worried about my child's progress in school?

If you think your child may have special educational needs, please speak to their class teacher in the first instance, or contact Mrs Laura Ketley, SENCo.

Contact details are:

📞 Telephone: [01508 530459](tel:01508530459)

📧 Email: lketley@stmarys.stbenets.org

📍 Address: St. Mary's Church of England Junior Academy, Swan Lane, Long Stratton, NR15 2UY

If you have specific questions about the [Norfolk Local Offer](#) please look at the Frequently Asked Questions.



SENDCo - Mrs
Laura Ketley





Hyperlinks to St Mary's policies for identifying and assessing pupils with special educational needs:

- [SEND Policy.](#)
- [SEND Key Information.](#)
- [Accessibility plan.](#)
- [Safeguarding policy and procedures.](#)
- [Behaviour policy.](#)
- [Complaints procedure.](#)
- [How we support pupils with medical conditions.](#)
- [Admission arrangements.](#)
- [Equality information and objectives.](#)





How does St Mary's provide for children with special educational needs?

Once a child with SEND has been identified, St Mary's uses the **graduated approach (Assess Plan Do Review)** to meet individual needs by:

- Clearly assessing each child's needs every term using the **7Cs approach**.
- Working with your child's teacher, SENCO, parents and **listening to your child**, in order to assess their needs.
- Together, creating an **Individual SEN Support Plan** which outlines **support, adjustments and interventions** to help your child make progress.
- **Parent/ Teacher/ Pupil SEN meetings every term** to **together review how provision is meeting needs**, and making any necessary changes.

Autumn Term 2024 Targets				
This term we are focusing on these 3 elements:				
	Baseline (Assess) - What can they do now?	Targeted Outcome - What will success look like?	Outcome (Review) - How did they get on?	7 Cs Tracker
1	7Cs Area: Element: Baseline description:			Baseline Outcome Progress
2	7Cs Area: Element: Baseline description:			Baseline Outcome Progress
3	7Cs Area: Element: Baseline description:			Baseline Outcome Progress
Provision (Plan & Do)				
To help develop these skills in school we will:				Interventions (if applicable)
At home or when you are out and about you should:				

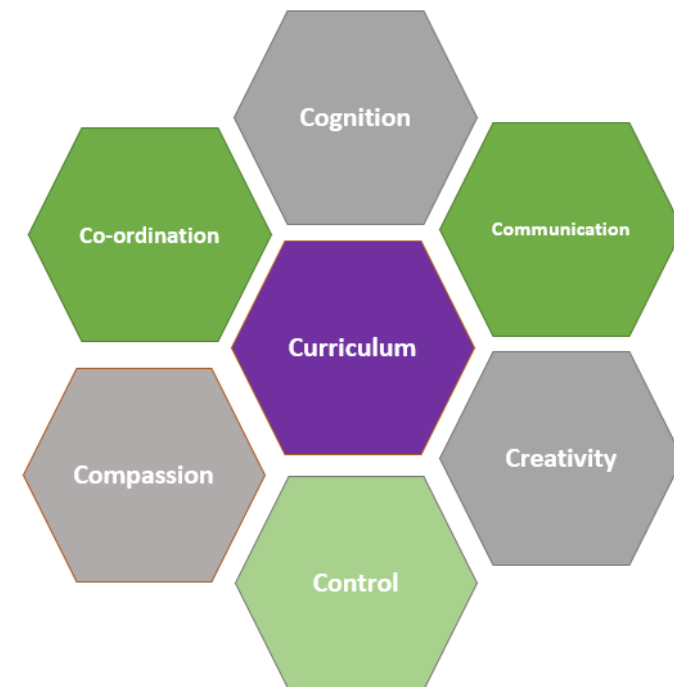
My Self-Help Toolbox (Autumn term 2024)					
Things I will do or use to help myself succeed					

Autumn Term 2024- Provision Review		
	What's going well / What's working?	What's not going well / What's not working?
Pupil Voice		
Teacher Voice		
Parent / Carer Voice		
Important dates or other updates since last review meeting		
What will we change?		
Focus elements agreed for Spring		



St Mary's Church of England Junior Academy

- At St Mary's, we use the **7Cs approach** which aims to **target and support underlying barriers to learning**. The 7Cs broad areas of need include: Cognition, Communication, Creativity, Control, Compassion, Co-ordination and Curriculum.
- **Impact of SEN provision is measured** using a **7Cs tracker** which enables us to **capture small steps of progress**.
- Every St Mary's child's progress (including children with SEN) in the core subjects (Maths and English) is also assessed and measured using **Pixl** and recorded on **Pupil Asset**. This helps us to check how well we are supporting your child's progress and to **draw comparisons with other schools**.
- These tools also help us to **identify gaps in knowledge and understanding** and plan **focus groups for targeted interventions**.



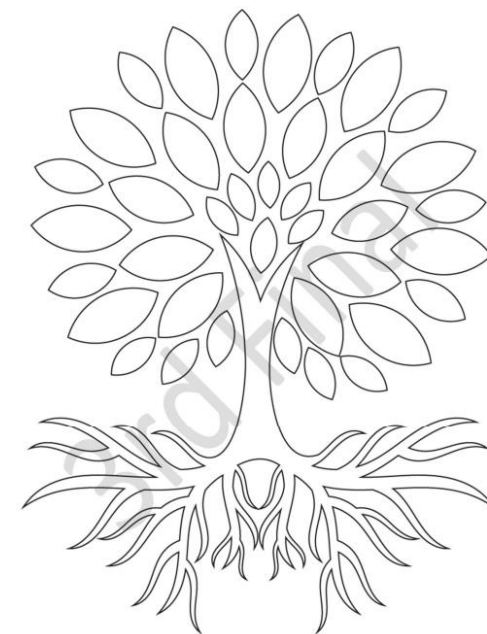


How do we provide for children with Educational Health and Care Plans (EHCPs)?

- We may request an **EHC needs assessment** if your child's **SEN needs cannot be met through reasonable adjustments and the core provision given to all pupils**. You would be contacted prior to this process starting.
- We follow **advice from relevant professionals, as set out in the EHCP**.
- **All adults** working with any children with an EHC plan are **made aware of the pupil's needs** and that **all reasonable provisions** are put in place to meet them.
- An **annual review** will take place every year, which both the **parents and child are invited** to review progress and provision needs.
- **Norfolk EHCP family advice line:** ☎ Telephone 01603 679 183



Education, Health & Care plan





How does St Mary's approach teaching pupils with special educational needs?

- We strive to be an **inclusive school** and want **all children to participate in all areas of learning**.
- We have **high aspirations** for all children and aim to create a **learning environment which is flexible** in meeting the needs of all children and which supports them to make the **best possible progress**.
- We offer a **broad and balanced curriculum** and aim for a **high quality teaching approach**.
- We aim to include all children by **adapting 'the learning journey'**.
- All children on the SEN record have an **Individual SEN Support Plan** which outlines **adaptations** in teaching strategies and support such as small step instructions, visual aids and additional adult check ins.
- Lesson transitions are supported through **every classroom having a consistent visual timetable** with consistent symbols used throughout the school (Widgit).





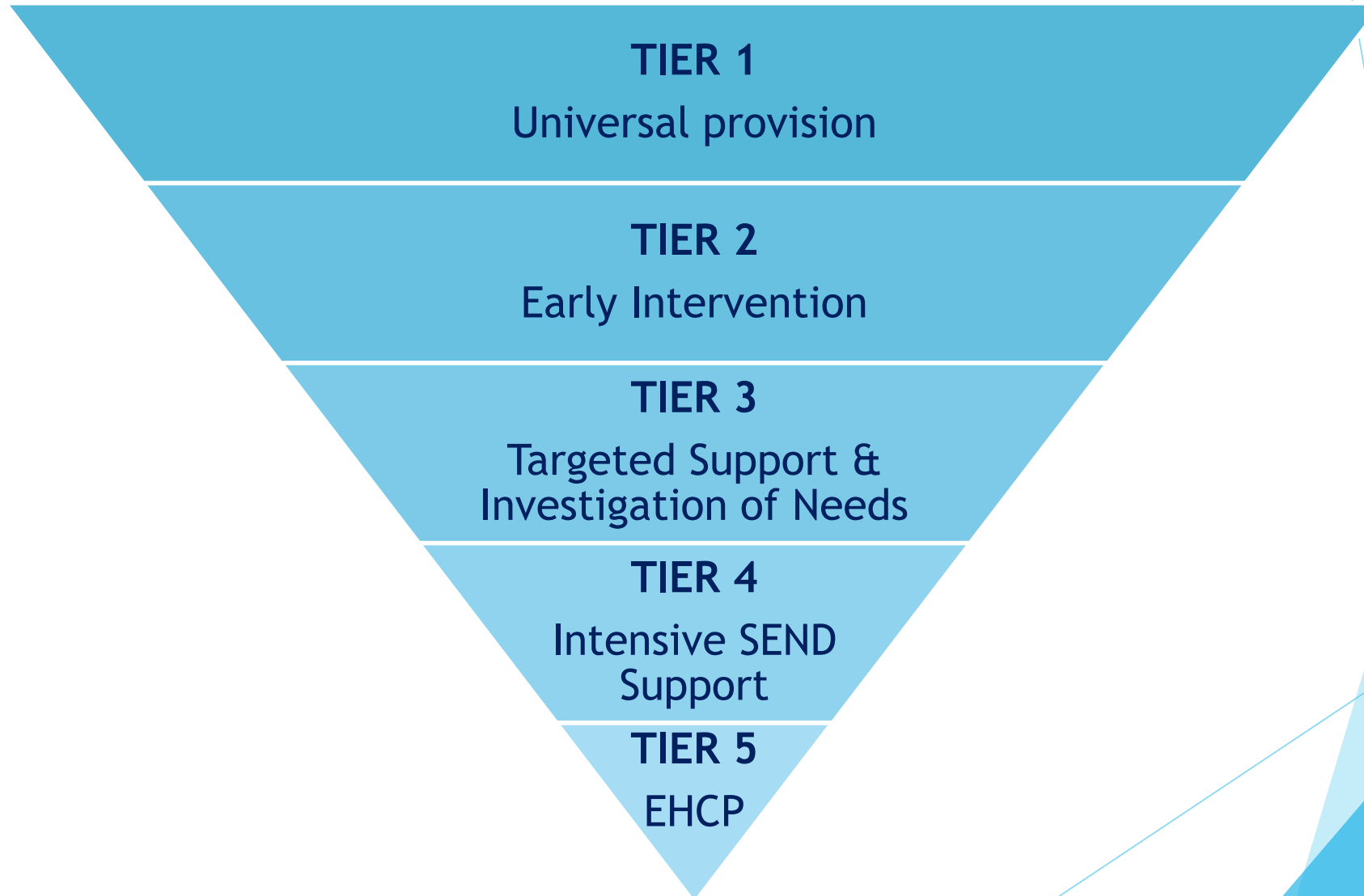
How does St Mary's adapt the curriculum and learning environment for children with special educational needs?

- **Written information is made more accessible** through using **larger text, visual aids** and **key vocabulary lists**.
- The **curriculum is adapted** through changes to classroom organisation including **seating plans, timetabling** 'catch up groups' and providing **additional time**.
- **Technology** is used to make **the curriculum more accessible** including access to **Chromebooks** to aid longer pieces of writing, **alternative recording devices** and **talking tins**.
- The curriculum is adapted for children with **ongoing medical or health needs**, such as vision impairments, such as providing **enlarged text, own desk copies, desk slopes** and **rest breaks**.
- The **physical environment is adapted** through tailored **seating arrangements, signage, lifts** to aid movement across the school, **accessible and adapted toilets, walkways** and **specific spaces for quiet or small group learning**.





What additional support is available to pupils?



BUDGET SHARE FOR THE FINANCIAL YEAR 2024/2025

(included in budget share)

St Mary's

SEN MEMORANDUM

2024-25

St Mary's Church of England Junior A		Locn	EB1078
			£
SEN Budget			171,811
<u>I01 - Funds Delegated by the LA</u>			
1.2 Basic Per-Pupil Entitlement	Basic School Allocation £68.68 per-pupil	Notional	12,430
1.3 Lump Sum	Basic School Allocation £8,097.90 per-school	Notional	8,098
1.9 Deprivation		Notional	451
1.10 Low Cost High Incidence SEN		Notional	26,178
1.13 Specialist Resource Base/Deaf Resource Base		Additionally allocated	0
<i>*Please note, for any SRB children on roll at the school in the October census, the first £4,000 is included in the BPPE and pupil-led factors. Please see Budget Share Guidance Part 1, section 13 for a worked example.*</i>			
I01 SEN TOTAL			47,158
<u>I03 - SEN Funding</u>			
3.1 High Needs Top-Up Funding (SRB/DRB) - Subject to review of occupancy level		Additionally allocated	0
3.2 AP & Inclusion Funding		Additionally allocated	3,000
3.3 High Needs Support & Top Up Funding (SEND/EHCP/Exceptional Circs Additionality Funding)			
	Summer Term Allocation	Additionally allocated	67,129
	Autumn 2024 Term Allocation	Additionally allocated	31,156
	23/24 recoupments (Processed Summer Term 24)	Additionally allocated	0
	23/24 Allocations made this Fin Yr (Processed Summer 24)	Additionally allocated	0
	Fin Yr 2023/24 Corrections & Allocations(Processed Aut 24)	Additionally allocated	0
	Summer Term 2024 Corrections & New Allocations (Processed Aut 24)	Additionally allocated	0
	Autumn 2024 ESP Allocation	Additionally allocated	0
	<u>Indicative</u> Autumn 2024 ESP Allocation	Additionally allocated	0
	<u>Provisional</u> Spring 2025 ESP Allocation	Additionally allocated	0
	<u>Indicative</u> Spring 2025 SEND Funding Allocation	Additionally allocated	23,367
	<u>Indicative</u> Autumn 2024 Term Allocation	Additionally allocated	0
	ECF & Additionality Funding Autumn Term 24	Additionally allocated	0
	<u>ndicative</u> ECF & Additionality Funding Spring 25	Additionally allocated	0
I03 SEN TOTAL			124,653
SEN Budget			171,811



How does St Mary's enable pupils with special educational needs to engage in activities of the school together with children who do not have special educational needs?

- **Support:** Talk partners, modelled language skills, implicit made explicit, specific responsibilities.
- **Therapies:** Speech and Language therapy, Benjamin Foundation Time For You sessions.
- **Specialist equipment:** sensory aids (e.g. noise cancelling headphones), chew bracelets, assistive technology such as touch typing key boards.
- **Physical environment:** quiet areas to minimise environmental distractions, The Temple break and lunch time nurture space, personalised learning space with a smaller class size.





What support is available for improving Social, Emotional and Mental Health development of pupils with special educational needs?

- We strive to be an **inclusive** and **nurturing** setting with **caring staff** who build **positive relationships** with all children.
- **Three Full-Time Pastoral Support Officers** who are dedicated to supporting families and children's pastoral needs through 1:1 sessions, check ins, additional support, lunch time nurture and completing 'wishes and feelings'.
- 'The Wellbeing Hub', a **lunch time Nurture space**.
- A **Mental Health Champion**.
- **Zones of Regulation** in a classroom with identified SEMH needs.
- Weekly **Benjamin Foundation** Time For You sessions, employed for one full day per week for targeted pupils.



ZONES OF REGULATION!

Blue	Green	Yellow	Red
Sick Sad Tired Bored Moving Slowly	Happy Calm Good to Go Focused Ready to Learn	Frustrated Worried Silly/Wiggly Anxious Excited	Mad/Angry Mean Yelling/Hitting Out of Control I Need Time and Space



What expertise and training have staff had in relation to supporting children with special educational needs?

- Our qualified SENDCo, Mrs Laura Ketley has successfully completed her **National Award for SEN Coordination (NASENCO)** with the Eastern Partnership UK.
- Half-termly **expertise from (Mrs) Nadine Avenal, Trust Improvement Lead for SEND**, St Benet's Multi Academy Trust.
- **Teachers attend termly SEN training sessions**, led by Mrs Ketley, surrounding the SEN Code of Practice, 7Cs Graduated Approach and continuously striving to drive SEN and inclusive practice.



Nadine Avenal
Trust Improvement Lead for SEND

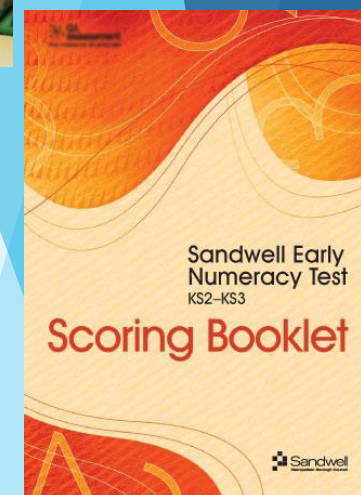




How will equipment and facilities to support children with special educational needs be secured?



- **SEND funding from last academic year** was used to: creation of a Personalised Provision smaller classroom and SEMH Nurture provision, additional adult support especially for children with emerging SEN needs, break and lunch time support provided in the Nurture Room, Respectrum Advisory Service, Communicate commissioned service, Benjamin Foundation service, new Salford Sentence Reading Assessment.
- **SEND funding this current year** is being spent on: sustaining the Personalised Provision Room (smaller classroom for children with high level SEN needs) and employing a wider range of SEND specialists to increase our expertise identifying underlying needs and targeting support. Commissioning new external services such as the Dyslexia Outreach Service.
- **Top-up funding (Element 3)** is used to provide additional adult support for children with high SEN needs and to support especially with emotional regulation strategies.



Diagnosis



How will parents be consulted and involved in arrangements for children with special educational needs?

- We value working with families and listening to parent and child views. To help us work together to support your child, we hold:
- **Termly Parent/ Teacher / Pupil SEN meeting**, where together you review SEN provision and children's SEN Support Plans every term.
- Children's class teachers and the SENCO are available before school on the playground on a **day-to-day** basis for **face-to-face conversations** (8:40-8:50am).
- To arrange a **longer conversation**, you are welcome to arrange this by **emailing the class teacher, SENCO or School Office**.
- The **School Office contact details** are: ☎ Telephone: **01508 530459**
Email: office@stmarys.stbenets.org



St Mary's Church of England Junior Academy



Parent / Pupil / Teacher SEN Meetings

**Tuesday 1st April 2025
3.30 - 5.30pm**

We would like to invite you to book a 15-minute slot with your child's class teacher (on one of these evenings). Together you can reflect on your child's Autumn SEN Support Plan, what has worked or not worked, anything we can change or focus on next term. The main idea is for parents and children to be listened to and part of the Assess / Plan / Do / Review cycle. Please contact the school office to book your appointment:

T: 01508 530459 E: office@stmarys.stbenets.org





What are the arrangements for complaints from parents of pupils with special educational needs concerning provision made at school?



- If parents are not happy with the provision made available for your child, we encourage you to **bring this to our attention** and so we can **work together to listen to your concerns** and make **reasonable adjustments**.
- If after consultation with the class teacher and SENCO, the concern has still not been resolved, you may wish to **contact the Head Teacher Miss Laura Richardson**.
- Miss Richardson: lrichardson@stmarys.stbenets.org
- If you are still not happy, you may wish to make a formal complaint. Here is the hyperlink: [St Mary's Complaints Procedure](#)
- If you would like support with making a formal complaint to the school, you may contact Hannah Monk, Head of Governance by emailing: hannah.monk@donesc.org





Which other services are involved in meeting the needs of pupils with special educational needs and in supporting families?



- **Mrs Dale is our fulltime Pastoral Support Officer.** She works with pupils and families to support a whole range of areas including mental health support, financial guidance, family support and sign-posting to other support services. She can be contacted by email: tdale@stmarys.stbenets.org or via the school Office (01508 530459).
- **Educational services include:** [Virtual School Sensory Support](#) (who already support and provide equipment for children with vision impairments), [Educational Psychology Specialist Support](#), [Inclusion Team](#), [School 2 School Support Service](#) and [Dyslexia Outreach Service](#).
- **Health Services:** [Just One Norfolk](#), [Just One Number](#), [Speech and Language Therapy Service](#), Occupational Therapy.
- **Social Care Services:** [Early Help](#), [Family Support Service](#).
- **Third Sector Services:** [Benjamin Foundation](#), [Nelson's Journey](#) help with child bereavement.



Mrs Dale
Pastoral Support
Officer





Contact details of support services for parents of pupils with special educational needs.

- [Norfolk SEND Information](#) offer free and impartial information, advice and support about special educational needs & disabilities (SEND) for children, young people, parents and carers.

 01603 704070

 norfolksendiass@norfolk.gov.uk

- [The Norfolk Community Directory](#) contains activities, services and groups to help all Norfolk residents live healthy, active and fulfilling lives.

You should find something to help you, whether you want to: keep healthy, be sociable, physically active, mentally active, raise your aspirations for educational achievement, help your community, stay independent, feel included, get involved, improve your well-being, stay safe, find suitable care and support, find help to look after your children, or get family support.





Online Parent Courses

online Learning - Solihull Approach


The Solihull Approach 'Understanding Your Child' is a free online course available for everyone who cares for children aged 0-18 years. It's there to help you recognise emotions in yourself and your child, and helps you to see how these emotions can impact on behaviour.

The course can help increase your confidence as a parent or carer, so that difficulties encountered in everyday life are reduced by seeing a child's behaviour from their point of view. A closer relationship between you and your child can develop, resulting in a calmer and happier household for everyone.

Learning is split up into sections and you can drop in and out of the course as you need to.

Course Modules

- ✓ Understanding pregnancy, labour, birth and your baby
- ✓ Understanding your baby
- ✓ Understanding your child
- ✓ Understanding your teenager's brain
- ✓ Understanding your brain (for teenagers only!)
- ✓ Understanding your child with additional needs
- ✓ Understanding your child's feelings (a taster course)
- ✓ Understanding your child's mental health and wellbeing
- ✓ Understanding your relationships.



UNDERSTANDING YOUR CHILD
SOLIHULL APPROACH

Access the FREE courses

Available to download for FREE using code: JON70

www.justonenorfolk.nhs.uk/online-learning



How does St Mary's support children with special educational needs in their transitions between settings?



Transition to Year 3:

Children at the Infant School with special education needs benefit from **an enhanced transition package**, before attending their first day in September in Year 3. St Mary's SENDCo **works closely with the Infant School SENDCo**, to begin preparing for upcoming needs, 6 months or more beforehand. There are usually **5-6 transition visits** starting in April, which prepare children for their first school day in September. These include creative activities, a tour around the school and opportunities to meet staff. The first 3 visits are exclusively for children with SEN or other children who may benefit from extra transition sessions. The SENDCo also holds an event for perspective parents in June/July, in order to meet staff and to begin building a relationship and sharing key information.



How does St Mary's support children with special educational needs in their transitions between settings?



Long Stratton
High School
Achievement For All

Transition to High School:

Our main feeder school, Long Stratton High School holds **additional transition sessions** specifically for children with SEN or other children who may benefit from **extra visits**. This year the sessions are starting in December, including **visits to the Library and Sensory Room**. Children with SEN benefit from **additional visits in a smaller group**. St Mary's SENDCo also **works closely with Long Stratton High School SENDCo**, and attends regular SENDCo Network meetings in order to work together and continue enhancing this process, for the benefit of the children.




SEND Local Offer

Norfolk County Council Services Sign in

Find services and information... Search

Home > Children and families > SEND Local Offer



Advice and support Education Health and social care Adult life About the SEND Local Offer

⌵

Welcome to Norfolk SEND Local Offer website

This website is for anyone in the life of a child or young person aged 0-25 who has a special educational need and/or disability (SEND) in Norfolk.

The website can help you:

- Find information on support in education
- Learn about special needs services that can help children, young people and their families
- Find a support network - parents, groups and organisations
- Get guidance and advice about how to help a young person plan their adult life

www.norfolk.gov.uk/children-and-families/send-local-offer



Advice and support

Common concerns, local and national services, organisations and parent groups

[Get advice and support >](#)



Education

Support in education for children and young people with SEND

[Learning and education >](#)



Health and social care

Health and social care services for children and young people with SEND

[Health and social care support >](#)



Adult life

Planning ahead for adult life, independent living, training for work and getting a job

[Life from age 14-25 >](#)



About the SEND Local Offer

Who we are and what we do - policies and strategies, how we plan, commission and deliver services

[How we support Norfolk families >](#)



Guidance for education professionals

Visit our sister website for SEND guidance for education providers in Norfolk

[Schools and learning providers website >](#)



Where can I find out more?



www.stmaryscoejunior.co.uk