



**LAYFIELD PRIMARY  
SCHOOL**

**SEND INFORMATION REPORT**

**January 2026**



## Roles and Responsibilities

### SCHOOL LEADS:

Miss S Lock (Head Teacher)

Mrs L Chu (SENDCO)

Tel: 01642 786153

Email: [lchu@layfield.org.uk](mailto:lchu@layfield.org.uk)

Who is the best person to speak to at Layfield Primary School about my child's SEND?

### Special Educational Needs Coordinator (SENDCO)

Responsibilities include:

- Co-ordinating SEND support within school including developing the school's policy to ensure that all children with SEND get a consistent, high-quality response to their needs.
- Liaising with external agencies within school to support with children with SEND (Educational Psychologist, Speech and Language, CAMHs, Occupational Therapist etc)
  - Updating the school's SEND register and monitoring the SEND Tracker.
- Providing support and advice for staff in supporting children with SEND.
- Ensuring that parents are involved in:
  - supporting with their child's learning
  - reviewing their child's progress
  - planning ahead for their child

### Class teacher

They are responsible for:

- Checking the progress of your child. Identifying, planning and delivering any additional support your child may need.
- Monitoring delivery of additional support from other staff within school.
- Ensuring that the SEND Teaching and Learning Policy is followed within the classroom setting.

### Head teacher

They are responsible for:

- The day to day management of all aspects of school including the provision and support provided for children with SEND within school.

- They will give responsibility to the SENDCO and class teachers but are still responsible for ensuring that your child's needs are met.
- Keeping the governing body up to date about any SEND issues within school.

### **SEND Governor and Chair of Governors**

They are responsible for:

- Making sure that any additional support required for children in school with SEND is provided.

### **The kinds of SEND that are provided for at Layfield Primary:**

Our school currently provides additional and/or different provision for a range of needs, including:

Communication and interaction, for example, autism spectrum disorder, Asperger's Syndrome, speech and language difficulties.

Cognition and learning, for example, dyslexia, dyspraxia.

Social, emotional and mental health difficulties, for example emotional regulation and anxiety.

Sensory and/or physical needs, for example, visual impairments, hearing impairments, processing difficulties, epilepsy.

Moderate/severe multiple learning difficulties

### **Identifying pupils with SEND and assessing their needs**

#### **Early Identification**

It is important that children's special educational needs/disabilities are identified at an early stage in their lives. The earlier that action is taken the more responsive the child is likely to be. To identify or acknowledge that children at Layfield Primary have SEND we use a number of indicators:

- Assessments from professional bodies
- Information from transferring schools
- Observations
- Parental information
- School assessments
- Student information • Testing data

#### **The steps Layfield take if SEND is identified:**

If SEND is identified the stages of action are:

Initial concerns expressed by parent, teachers, health or social services professional

SENDCO gathers information, makes initial assessment and informs parents of outcomes.

SENDCO seeks further advice/ assessment from professional and outside agencies if required.

If the young person is identified as SEND the SENDCO will provide teachers, parents and the child with advice, strategies and provision suited to support their needs.

### **Assess, Plan, Do, Review**

Provision for children with special educational needs is a matter for the whole school. This includes the governing body, the school's head teacher, the SEND co-ordinator and all members of staff, particularly class teachers and teaching assistants. All teachers are able to differentiate to meet the needs of children with special educational needs. At Layfield, we aim to follow the recommendations of the 'assess, plan, do, review' cycle outlined in the SEND Code of Practice (2015).

### **Assess**

School-based assessment procedures are a continuous and systematic cycle of planning, action and review, developed in a way to enable children with special needs to learn and progress. Assessment is seen as a natural extension of the school's approach to assessment generally and the meeting of the needs of all pupils.

We will assess each pupil's current skills and levels of attainment on entry, which will build on previous settings and Key Stages, where appropriate. Class teachers will make regular assessments of progress for all pupils and identify those whose progress:

- Is significantly slower than that of their peers starting from the same baseline
- Fails to match or better the child's previous rate of progress
- Fails to close the attainment gap between the child and their peers
- Widens the attainment gap

This may include progress in areas other than attainment, for example, social needs.

Slow progress and low attainment will not automatically mean a pupil is recorded as having SEND.

When deciding whether special educational provision is required, we will start with the desired outcomes, including the expected progress and attainment, and the views and the wishes of the pupil and their parents. We will use this to determine the support that is needed and whether we can provide it by adapting our core offer, or whether something different or additional is needed.

### **Assessing and reviewing pupils' progress towards outcomes**

As mentioned, we will follow the graduated approach and the four-part cycle of **assess, plan, do, review**.

The class or subject teacher will work with the SENDCO to carry out a clear analysis of the pupil's needs. This will draw on:

- The teacher's assessment and experience of the pupil
- Their previous progress and attainment or behaviour

- Other teachers' assessments, where relevant
- The individual's development in comparison to their peers and national data
- The views and experience of parents
- The pupil's own views
- Advice from external support services, if relevant. The assessment will be reviewed regularly.

All teachers and support staff who work with the pupil will be made aware of their needs, the outcomes sought, the support provided, and any teaching strategies or approaches that are required. We will regularly review the effectiveness of the support and interventions and their impact on the pupil's progress.

### Consulting and involving pupils and parents

We will have an early discussion with the pupil and their parents when identifying whether they need special educational provision. These conversations will make sure that:

- Everyone develops a good understanding of the pupil's areas of strength and difficulty.
- We take in to account the parents' concerns.
- Everyone understands the agreed outcomes sought for the child.
- Everyone is clear on what the next steps are.
- Pupil voice is sought and recorded.

Notes of these early discussions will be added to the pupil's record (SEND Profile) and given to their parents.

We will formally notify parents when it is decided that a pupil will receive SEND support and ask parents to sign consent forms.

### Plan

When a child has an identified special educational need, the SENDCO and class teacher will use this information to:

- Provide starting points for the development of provision required to support the child.
- Identify and focus attention on action to support the child within the class.
- Use the assessment processes to identify any learning difficulties, referring to the school Educational Psychologist, where necessary.
- Ensure ongoing observation and assessments providing regular feedback about the child's achievements and experiences. This will inform the next steps of learning.

### **Do (Early Intervention)**

At Layfield, we recognise that the earlier a pupil's needs are identified the more successful interventions are likely to be. The school procedures are responsive to and supportive of such early intervention.

### **What is provided?**

#### **Quality First Adaptive Teaching-**

**High Expectations** - Teachers have the highest possible expectations for your child and all pupils in their class.

**Whole class focus** - The goal is for all students to learn the same core content, with support and challenge provided as needed.

**Planning for Progression** - All teaching is based upon building on what your child already knows, can do or can understand.

**A wide range of learning opportunities** - Children are given the opportunity to learn in different ways. These include independent learning, collaborative learning and kinaesthetic learning.

#### **Adaptive techniques-**

- Scaffolding: Providing temporary support, like worked examples, sentence stems, or visuals, to help students access the same challenging content.
- Flexible grouping: Changing pupil groupings based on specific learning needs during a lesson, rather than fixed ability groups.
- Pre-planned adaptations: Anticipating potential barriers and misconceptions during the planning phase and preparing appropriate resources or support materials.
- Providing extensions: Offering challenge and extension activities for students who grasp concepts quickly.

**Specific strategies** - Teachers to use specific strategies suggested by external staff (Educational Psychologist, Speech and Language therapist, Occupational Therapist and Local Authority Advisers) to support your child's learning.

#### **Within School Intervention**

Should you wish to discuss interventions, please discuss with the class teacher.

#### Early Years Foundation Stage

**Blast** - a targeted programme to support the development of speech, language and communication in foundation stage children.

**Little Wandle Phonics intervention** - extra phonic sessions to support children with their reading

### Key Stage One and Two

**Play Therapist** - Our play therapist offers 1-1 play therapy sessions.

**Lego Therapy** - Lego Therapy is designed for use with autistic pupils. Lego-based therapy (LeGoff et al 2014) is an evidence-based approach that aims to develop social communication skills, such as sharing, turn taking, following rules, using names and problem solving.

**Precision Teaching** - Children work in small groups with a teaching assistant to target specific areas of difficulty, this could be in reading, writing or maths.

**Keyworkers** - Many children with SEND benefit from having a designated person to check in with on a daily basis. This helps to support and develop the children's confidence and well-being.

**Motor Skills United** - An easy-to-use fun filled programme, designed to develop all areas of motor and perceptual development.

**Social Stories** - strategies to support children with ASD manage social situations.

**Thrive®** - The Thrive Approach promotes positive mental health and emotional wellbeing in children and young people. Children learn about their emotions and how to regulate their behaviour.

**Stile** – develops essential skills in Literacy and Numeracy.

**Swap Cards** - Game to promote recognition of spelling patterns.

**Toe by Toe, Hornet and Word Wasp** - Structured, multi-sensory literacy programs designed for individuals with reading and spelling difficulties.

**Snip** – multi-sensory spelling intervention

**Schofield and Sims** - To promote mental arithmetic and problem-solving strategies.

## **SEND Support**

### **Who can receive this level of support?**

Once a Special Educational Need has been identified and following discussion with parents, a child will be placed on the school SEND register. A SEND support plan will be created for these children and they will receive in school SEND Support following the graduated approach. The interventions provided will be matched to the individual needs of the pupil and will be reviewed termly to ensure progress is made.

#### **Review**

Any interventions taking place will be assessed and reviewed to ensure that they are having a sufficient effect on a child's progress. Any necessary amendments will be made and a new cycle will begin.

Parents will be involved at all stages.

How will your child's progress be measured?

Your child's progress is continually monitored by his/her teacher and the Senior Leadership Team. This happens termly, through pupil progress meetings. His/her progress is reviewed formally every term against age-related expectations. The progress of children with an EHC Plan is formally reviewed at an Annual Review with all adults involved with the child's education invited to attend.

### High Needs Funding

All schools are delegated funding to support children with SEND. If the provision needed is above and beyond what can normally be provided, schools can apply for additional funding to ensure needs are met.

### Education, Health and Care Plans

Where your child's needs cannot be met through SEND support, the school, or yourself, can request that the Local Authority carry out a statutory assessment of your child's needs. This is a legal process, further information found on the Stockton SEND's Local Offer:

#### [Local Authority Local Offer](#)

After information has been gathered from school and any external agencies, the Local Authority will then decide whether they think your child's needs warrant a statutory assessment. Should your child require an EHCP this will come in draft form initially to allow you to check that you are happy with the provision outlined. This will then be formalised.

Who can receive this level of support?

Children with severe, long-term and more complex needs.

### How will we support your child with transition to another area/school?

We recognise that 'moving on' can be very difficult for children with SEND. We aim to make the experience as easy as possible for them.

If your child is moving to another school: -

- We will contact the school SENDCO and ensure he/she knows about any special arrangements or support needed for your child.
- We will make sure that all records about your child are passed on as soon as possible.

When moving years in school: -

- Information about your child will be shared with their new teachers.
- If your child would be helped by a personalised plan for moving to another year, we will put this in place.

Supporting pupils moving between phases and preparing for adulthood-



- We will share information with the school, college, or other setting the pupil is moving to. We will agree with parents and pupils which information will be shared as part of this.

## Our approach to teaching pupils with SEND

Layfield Primary School aims to ensure that all children's individual needs are met so that they are able to achieve their educational potential, and is committed to providing, for each pupil, the best possible environment for learning. We recognise that pupils may have special needs at some point during their school life and believe the support we can offer will help them to overcome any difficulties.

Teachers are responsible and accountable for the progress and development of all the pupils in their class. High-quality teaching is our first step in responding to pupils who have SEND. This will be adapted for individual pupils.

How will teaching be adapted to meet my child's needs?

Quality first adaptive teaching will mean that teachers adapt to all children's needs within their class. Teaching Assistants will support your child's needs within the classroom when required.

## Adaptations to the curriculum and learning environment

We can make the following adaptations to ensure all pupils' needs are met:

- Adapting our curriculum to ensure all pupils are able to access it, for example, by grouping, teaching style, content of the lesson, high levels of individualised support etc.
- Adapting our resources and staffing
- Using recommended aids, such as laptops, coloured overlays, visual timetables, larger font, etc.
- Adapting our teaching, for example, giving longer processing times, pre-teaching of key vocabulary, reading instructions aloud, etc.

How have we made Layfield a supportive environment accessible to children with SEND?

- We ensure that any equipment used is accessible to all children regardless of their needs. All children have access to working walls, which give them additional information and strategies to use when they need it. At Layfield, we also value collaboration, children are encouraged to talk with one another and help each other in their learning. Various technologies are available to support children with their learning.
- Children that need additional resources, such as coloured overlays, pencil grips, visual timetable or slope board, are given access to them and monitored to measure impact.
- We offer a variety of after school clubs. Our clubs are accessible for all children.
- Staff use visual timetables.
- We have teaching assistants who are trained to deliver the interventions listed in the 'Do' section of this report.

- Teaching assistants will support pupils on an individualised basis when identified through HNF support or EHCP plans.
- Teaching assistants will support pupils in small groups in order to deliver pre, post or precision teaching to ensure gaps are closed.

### **Enabling pupils with SEND to engage in activities available to those in the school who do not have SEND**

Layfield Primary School aims to ensure that all children's individual needs are met so that they are able to achieve their educational potential, and is committed to providing, for each pupil, the best possible environment for learning. We recognise that pupils may have special needs at some point during their school life and ensure that this will never impact on the quality of education or opportunities available to them.

All of our extra-curricular activities and school visits are available to all our pupils, including our before- and after-school clubs.

All pupils are encouraged to go on our residential trips.

All pupils are encouraged to take part in sports day/school plays/special workshops.

No pupil is ever excluded from taking part in these activities because of their SEND or disability.

Layfield Primary School is an inclusive school where we focus on the well-being and progress of every child and where all members of our community are of equal worth. We believe that the Equality Act provides a framework to support our commitment to valuing diversity, tackling discrimination, promoting equality and fostering good relationships between people. It also ensures that we continue to tackle issues of disadvantage and underachievement of different groups.

The Single Equality and Accessibility Plan can be found on the Layfield School Website.

### **Support for improving emotional and social development**

We provide support for pupils to improve their emotional and social development in the following ways:

- We have a number of Teaching Assistants that act in a 'key worker' role to support individual children
- We provide when necessary a 'safe quiet space' for children to access when they need to self-regulate
- A range of resources to support self-regulation
- We have a zero-tolerance approach to bullying
- Throughout school we teach PHSE as part of the curriculum. Children take part in weekly lessons dedicated to supporting well-being and promoting self-esteem.
- We are a Rights Respecting School and achieved the Silver Award Mark.

## External Agencies

Should your child need intervention from an external agency then we will discuss this with you and there may be permission forms to sign. If you feel your child may need this support but you have not yet been approached, please contact the SENDCO or your class teacher.

We work with the following agencies to provide support for pupils with SEND

- **Educational Psychologist** - At Layfield, we have an educational psychologist who comes into school to support children. The EP observes children and recommends next steps to class teachers and parents. This includes referral to CAMHS, evidence for an Education, Health and Care Plan assessment, evidence for high needs funding and strategies for the teacher to use in class.
- **Speech & Language** - We have access to a Speech and Language therapist via the NHS. Therapists work closely with the SENDCO/ class teacher to support intervention programmes.
- **Play Therapist** - Our play therapist works closely with teachers to identify and support children with their SEMH needs.
- **Occupational Therapy** - School is able to make referrals to OT when necessary. The SENDCO supports staff in delivering recommendations from OT reports.
- **CAMHS** - The SENDCO will support staff in completing CAMHS referrals and will liaise with professionals.
- **Visually Impaired Service** - The SENDCO will support staff in meeting recommendations from VI service.

## Who can receive this level of support?

Children who have specific barriers that cannot be overcome by quality first teaching and intervention groups.

## Expertise and training of staff

Our SENDCO works with the SEN team across the Trust. She completed the NASENCO Qualification in 2023. They are allocated 1 day a week out of the classroom to manage SEND provision.

We have a team of skilled teaching assistants, who are trained to deliver SEND provision.

The SENDCO's job is to support teachers in planning for children with SEND. Staff are encouraged to request support for those children that are not making as much progress as expected or if they feel they need emotional support. Individual teachers and support staff attend training courses run by outside agencies that are relevant to the specific needs of their class.

## Securing equipment and facilities

Teachers are able to complete requisitions for resources as and when appropriate. Similarly, the SENDCO will recommend resources if support is required. This will be funded through the school's SEND notional budget. Specific resources are purchased for children who are in receipt of HNF or have EHCP's.

## Evaluating the effectiveness of SEND provision

We evaluate the effectiveness of provision for pupils with SEND by:

- Reviewing pupils' individual progress towards their goals each term
- Reviewing the impact of interventions after each half-term
- Using pupil feedback through surveys or pupil voice
- Monitoring by the SENDCO
- Using provision maps to measure progress
- Holding annual reviews for pupils with EHC plans

## Complaints about SEND provision

If you have a concern about SEND provision in our school, please follow the school's complaints policy.

*This policy aims to reassure that any concern or complaint raised will be dealt with in a fair, open and responsive way with the aim of achieving a speedy and satisfactory resolution. The school recognises a willingness to listen to questions and criticisms and to respond positively and in a way in which improvements can be made to school practices.*

The parents of pupils with disabilities have the right to make disability discrimination claims to the first-tier SEND tribunal if they believe that our school has discriminated against their child. They can make a claim about alleged discrimination regarding:

- Exclusions
- Provision of education and associated services
- Making reasonable adjustments, including the provision of auxiliary aids and services

## What support is available as a parent with a child with SEND?

At Layfield, we hold two parent consultations a year. However, should you require further meetings these can be arranged on request. Those children with Special Educational Needs and Disabilities often have at least one meeting per half term where necessary.

Stockton Local Authority provides an information and advice service to answer any questions you may have. Stockton Parent/carers forum- offer advice and guidance for parents of children with SEND.

[info@stocktonparentcarerforum.co.uk](mailto:info@stocktonparentcarerforum.co.uk)

07985245668

SENDIASS- this service can help parents to find and secure the correct support for their child

<https://www.stockton.gov.uk/SENDI-IASS-for-parents-and-carers>

### The local authority local offer

Layfield Primary School's Local Offer gives information for parents, carers and people who support pupils with Special Educational Needs and Disabilities (SEND). It outlines the support and provision parents and carers can expect to receive for a child with SEND. All Stockton schools are supported by the Local Authority to ensure that all pupils, regardless of their specific needs, make the best possible development within school. The Stockton Local Offer can be found at-

[www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer](http://www.stocktoninformationdirectory.org/kb5/stockton/directory/localoffer)

### Monitoring arrangements

This policy and information report will be reviewed by Lauren Chu SENDCO **every year**. It will also be updated if any changes to the information are made during the year.

It will be approved by the governing body.

### Links with other policies and documents

This policy links to our policies on-

- Single Equality and Accessibility plan
  - Behaviour
  - Supporting pupils with medical conditions

SEND and their families are being

**SEND Information Report will be reviewed annually**

**Next Review date January 2027**