

SEND INFORMATION REPORT

September 2026



Parkfields School

FLOURISH, LEARN AND GROW

Aims of our provision at Parkfields, in regards to pupils with special educational needs and/or disability.

At Parkfields Middle School is to strive to support all children to enable them to FLOURISH, LEARN AND GROW. The aims of our policy and practice in relation to special educational needs and disability are:

- To make reasonable adjustments for those with a disability by taking action to increase access to the curriculum, the environment and to printed information for all.
- To ensure that children and young people with SEN and disabilities, engage in the activities of the school alongside pupils who do not have SEN.
- To reduce barriers to progress by embedding the principles in the National Curriculum Inclusion statement
<https://www.gov.uk/government/collections/national-curriculum>
- To use our best endeavours to secure special educational provision for pupils for whom this is required, that is “additional to and different from” that provided within the adapted curriculum, to better respond to the four broad areas of need:
 - Communication and interaction,
 - Cognition and learning,
 - Social, mental and emotional health,
 - Sensory/physical.
- To request, monitor and respond to parent/carers’ and pupils’ views in order to evidence high levels of confidence and partnership.
- To ensure a high level of staff expertise to meet pupil needs, through well-targeted continuing professional development.
- To support pupils with medical conditions to achieve full inclusion in all school activities by ensuring consultation with health and social care professionals in order to meet the medical needs of pupils.
- To work in cooperative and productive partnership with the Local Authority and other outside agencies, to ensure there is a multi professional approach to meeting the needs of all vulnerable learners.
- To ensure that the Parkfields School rule ‘Consideration For All’ is applied to all within the Parkfields community.

The kinds of special educational needs for which provision is made at Parkfields.

The provision for the HI learners at Parkfields is part of a fully integrated Learning Support Department. This Department will provide support for HI learners aged between 9 and 13 in the Central Bedfordshire area. The learners have a range of hearing losses ranging from moderate, severe to profound. They wear a variety of hearing aids including digital, behind the ear hearing aids, cochlear implants and bone anchored hearing aids (BAHA). Children and young people with SEN have different needs, but the general presumption is that all children with SEN but without an Education, Health and Care Plan (EHCP) are welcome to apply for a place at our school, in line with the school admissions policy. If a place is available, we will undertake to use our best endeavours, in partnership with parents, to make the provision required to meet the SEN of pupils at this school.

For children with an EHCP, parents have the right to request a particular school and the local authority must comply with that preference and name the school or college in the EHC plan unless:

- it would be unsuitable for the age, ability, aptitude or SEN of the child or young person, or
- the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources.

Before making the decision to name our school in a child's EHCP, the local authority will SEN and disabilities the governing body a copy of the EHCP and then consider their comments very carefully before a final decision on placement is made. In addition, the local authority must also seek the agreement of the school where the draft EHCP sets out any provision to be delivered on their premises that have been secured through a direct payment (personal budget).

Parents of a child with an EHCP also have the right to seek a place at a special school if they consider that their child's needs can be better met in specialist provision.

What are special educational needs (SEN) or disabilities?

At our school we use the definition for SEN and for disability from the SEN and disabilities Code of Practice (2014). This states:

Special Educational Needs: A child or young person has special educational needs if he or she has a learning difficulty or disability which calls for special educational provision to be made for him or her.

- A learning difficulty or disability is a significantly greater difficulty in learning than the majority of others of the same age.
- Special educational provision means educational or training provision that is additional to, or different from, that made generally for others of the same age in a mainstream setting in England.

Disability: Many children and young people who have SEN may have a disability under the Equality Act 2010 – that is ‘...a physical or mental impairment which has a long-term and substantial adverse effect on their ability to carry out normal day-to-day activities’. This definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy, and cancer.

How does Parkfields know if children need extra help?

We know when a pupil needs help if:

- Concerns are raised by parents/carers, external agencies, teachers, the pupil's previous school or the pupil themselves, regarding concerns relating to inadequate levels of progress or inclusion.
- Screening, such as that completed on entry or as a result of a concern being raised, indicates gap in knowledge and/or skills.
- Whole school tracking of attainment outcomes indicates lack of expected rate of progress.
- Observation of the pupil indicates that they have additional needs

If parents have concerns relating to their child's learning or inclusion then please initially discuss these with your child's teacher/subject teacher/ form tutor. This then may result in a referral to the school SENDCo whose name is Mrs K Owen and whose contact details are kowen@parkfieldsschool.co.uk The SEND Administrator is Laura Woods details are lwoods@parkfieldsschool.co.uk. All parents will be listened to. Their views and their aspirations for their child will be central to the assessment and provision that is provided by the school.

How will Parkfields support a child with SEN and disabilities?

- All pupils will be provided with quality first teaching that is adapted to meet the needs of all learners.
- The quality of classroom teaching provided to pupils with SEN and disabilities is monitored through a number of processes that include:
 - classroom observation by the senior leadership team, the SENDCo, external verifiers,
 - ongoing assessment of progress made by pupils with SEN and disabilities,
 - work sampling and scrutiny of planning to ensure effective matching of work to pupil need,
 - teacher meetings with the SENDCo to provide advice and guidance on meeting the needs of pupils with SEN and disabilities,
 - feedback on the quality and effectiveness of interventions provided,
 - attendance and behaviour records.
- Pupils with a disability will be provided with reasonable adjustments to overcome any disadvantage experienced in schools and increase their access to the taught curriculum.
- All pupils have individual targets through an Individual Learning Plan, which will be communicated to parents via meetings, review meetings, parents evenings.
- Pupils' attainments are tracked using the whole school tracking system and those failing to make expected levels of progress are identified very quickly. These pupils are then discussed in termly progress meetings that are undertaken between the class/subject teacher and a member of the Senior Leadership team and if appropriate, the pupil themselves.
- Additional action to increase the rate of progress will be then identified and recorded that will include a review of the impact of the adapted teaching being provided to the child, and if required, provision to the teacher of additional strategies to further support the success of the pupil, these will form the ILPs.
- Where it is decided during this early discussion that special educational provision is required to support increased rates, parents will be informed that the school considers their child may require SEN support and their partnership sought in order to improve attainments.
- Action relating to SEN support will follow an assess, plan, do and review model:

1. Assess: Data on the pupil held by the school will be collated by the class/subject teacher/SENDCo in order to make an accurate assessment of the pupil's needs. Parents will always be invited to this early discussion to support the identification of action to improve outcomes, a pupil passport will be created, and included within this process.

2. Plan: If review of the action taken indicates that "additional to and different from" support will be required, then the views of all involved including the parents and the pupil will be obtained and appropriate evidence-based interventions identified, recorded and implemented by the class/subject teacher with advice from the SENDCo.

3. Do: SEN support will be recorded within an Individual Learning Plan that will identify a clear set of expected outcomes, which will include stretching and relevant academic and developmental targets. Parents and the pupil will also be consulted on the action they can take to support attainment of the desired outcomes. This will be recorded and a date made for reviewing attainment. This will be distributed to all staff.

4. Review: Progress towards these outcomes will be tracked and reviewed termly with the parents and the pupil.

If progress rates are judged to be inadequate despite the delivery of high quality interventions, advice will always be sought from external agencies regarding strategies to best meet the specific needs of a pupil. This will only be undertaken after parent permission has been obtained and may include referral to: 1. Local Authority Support Services 2. Specialists in other schools e.g. teaching schools, special schools. 3. Social Services 4. Health partners such as School Nurse and Child & Adolescent Mental Health Service.

For a very small percentage of pupils, whose needs are significant and complex and the SEN Support required to meet their needs cannot reasonably be provided from within the school's own resources, a request will be made to the local authority to conduct an assessment of education, health and care needs. This may result in an Education, Health and Care (EHC) plan being provided.

How is the decision made about how much support each child will receive?

- For pupils with SEN but without a EHCP, the decision regarding the support provided will be taken at joint meetings with the SENDCo, teachers, Head of Year, subject leads and parents who will follow guidance provided by the Governing Body regarding SEN Funding deployment.
- For pupils with a statement of educational need/EHCP, this decision will be reached in agreement with parents when the EHCP is being produced or at an annual review.

How will the school evaluate the effectiveness of the SEN provision made for pupils?

- The effectiveness of SEN provision will be measured using both qualitative and quantitative data.
- Qualitative data will gather the views of parents and pupils on how successful the provision has been in enabling them to attain their outcomes.
- Quantitative data will examine both progress and attainment levels compared to those achieved nationally for pupils with the same level prior learning level. This data will be shared termly with governors and be judged by external moderators such as Ofsted.

How will the curriculum be matched to each child's needs?

- Teachers plan using pupils' achievement levels, adapted tasks to ensure progress for every pupil in the classroom.
- When a pupil has been identified as having special educational needs, the curriculum and the learning environment will be further adapted by the class teacher to reduce barriers to learning and enable them to access the curriculum more easily, all Individual Learning Plans will be available for all staff working with the pupils.
- These adaptations may include strategies suggested by the Special Educational Needs Coordinator (SENDCo) and/or external specialists.
- In addition if it is considered appropriate, pupils may be provided with specialised equipment or resources such as ICT and/or additional adult help. All actions taken by the class teacher will be recorded and shared with parents.

How will parents know how their child is doing, and how can they support their child?

- Attainments towards the identified outcomes will be shared with parents termly through feedback regarding SEN support reviews but also through the school reporting system and Parents' Evenings.
- Parents are encouraged to arrange an appointment to discuss their child's progress with the class/subject teacher, the SENDCo, a member of the senior leadership team at any time when they feel concerned or have information they feel they would like to share that could impact on their child's success. Please contact the school office who will arrange this appointment for you. The contact number is 01525 872555.
- Please look at the school website. It can be found at www.parkfieldsschool.co.uk and includes links to websites and resources that we have found useful in supporting parents to help their child learn at home.
- In addition, the newsletters include a section that identifies local learning opportunities.
- The class/subject teacher or SENDCo may also suggest additional ways of supporting your child's learning.
- The school organises a number of [Family forums](#), which can be found on our website.
- If you have ideas on support that you would like to have access to in order to further support your child's learning, please contact the SENDCo who will locate information and guidance for you in this area.

How do we support pupils with medical needs?

- Pupils with medical needs will be provided with a detailed Individual Health and Care Plan, compiled in partnership with the school nurse and parents and if appropriate, the pupil themselves.
- Staff who volunteer to administer and supervise medications, will complete formal training and be verified by the school nurse as being competent.

All medicine administration procedures are identified in the [School Medicine Needs Policy](#).

How will Parkfields prepare/support my child when joining or transferring to a new school?

A number of strategies are in place to enable effective pupils' transition. These include:

On entry:

- A planned introduction programme is delivered in the Summer term to support transfer for pupils starting school in September.
- Parent/carers are invited to a meeting at the school and are provided with a range of information to support them in enabling their child to settle into the school routine. An enhanced transition will be offered to those pupils on the SEN and disabilities register, in addition to the rest of the cohort.
- The SENDCo meets with all new parents of pupils who are known to have SEN and disabilities to allow concerns to be raised and solutions to any perceived challenges to be located prior to entry.
- If pupils are transferring from another setting, the previous school records will be requested immediately and a meeting set up with parents to identify and reduce any concerns.

Transition to the next school:

- The transition programme in place for pupils provides a number of opportunities for pupils and parents to meet staff in the new school.
- The annual review in Y8 for pupils with an EHCP begins the process where parents are supported to make decisions regarding upper school choice.
- Parents will be encouraged to consider options for the next phase of education and the school will involve outside agencies, as appropriate, to ensure information provided is comprehensive but accessible.
- Accompanied visits to other providers may be arranged as appropriate.
- For pupils transferring to local schools, the SENDCo's of both schools will meet to discuss the needs of pupils with SEN and disabilities, in order to ensure a smooth transition.
- The records of pupils who leave the school mid-phase will be transferred within five working days of the parents notifying their child has been enrolled at another school.

Details of the [Trust Admissions Policy](#) including our arrangements for children with disabilities, can be found on our website.

How are the school's resources allocated and matched to children's special educational needs?

The school receives funding to respond to the needs of pupils with SEN and disabilities from a number of sources that includes:

1. A proportion of the funds allocated per pupil to the school to provide for their education called the Age Weighted Pupil Unit.
2. The Notional SEN budget. This is a fund devolved to schools to support them to meet the needs of pupils with SEN and disabilities.
3. For those pupils with the most complex needs, the school may be allocated additional educational needs funding from the Local Authorities High Needs SEN Funding allocation.

This funding is then used to provide the equipment and facilities to support pupils with special educational needs and disabilities through support that might include:

- Targeted adaptation to increase access to text (work buddy, accessible text, IT e.g. read aloud software, different recording strategies, additional time etc..)
- In class, adult or peer support aimed at increasing skills in specific area of weakness (learning behaviours, organisation, etc)
- Out of class support (relationship building, social, emotional skill development,)
- Small group tuition to enable catch up (subject or targeted at additional need)
- Specific support, advice and guidance is provided to parents and families to improve pupil's readiness for learning (relating to pupil's difficulties in attendance, behaviour, physiological and emotional needs etc)
- Provision of specialist resources or equipment (use of ICT, sloping board, electronic versions of text etc)
- Access to targeted before/after and lunch school clubs (breakfast, homework, clubs targeted at increasing resilience)
- Access to the school nurse and wider health professional support (responding to mental and physical health issues, speech, language and communication needs, motor control and mobility needs)
- Implementation of strategies from support agencies e.g. Behaviour Support/Educational Welfare Support

In addition: The Pupil Premium funding provides additional funding for pupils who are claiming Free School Meals, who are in the care of the local authority or whose parents are in the Armed Services. [Pupil Premium](#) information is found on our website. If parents wish to discuss the options available for their child, they are welcome to make an appointment to see the class/subject teacher, SENDCo or a member of the Senior Leadership Team.

How will pupils be included in activities outside the classroom including school trips?

- Wherever possible provision will be made for your child to access all areas of the curriculum. You will always be contacted before a planned activity or trip away from school site.
- Risk assessments are carried out and procedures are put in place to enable all children to participate in all school activities.

The school ensures it has sufficient staff expertise to ensure that no child with SEN and disabilities or disability is excluded from any school provided activity. Our [Challenge Programme](#) can be found on our website, this is updated termly.

How accessible is the school environment?

Our [Accessibility Plan](#) describes the actions the school has taken to increase access to the environment, the curriculum and to printed information is available via the school website.

We have wheelchairs access at several points around the school via external entrances. We have ramp access at various points, with a lift to ensure all pupils are able to access the second floor. In the event of an emergency evacuation, we have provision for pupils with disabilities to exit, without accessing the lift.

The school has a medical facility on the first floor, and accessible toilet facilities at various locations. We have allocated disabled parking.

Who can I contact for further information or if I have any concerns?

If you wish to discuss your child's special educational needs or are unhappy about any issues regarding the school's response to meeting these needs please contact the following:

- Your child's class teacher,
- Head of Year
- The SEN and disabilities Co,
- The Headteacher,

For complaints, please follow our [Complaint Procedure](#) found on our website.

Information on where the Local Authority's Local Offer can be found.

Details of Central Bedfordshire's Local SEN and disabilities Offer can be found [here](#).

Details of Disagreement Resolution, Mediation and Tribunals can be found [here](#).