

# The Forge Secondary Short Stay School



## SEN Information Report September 2018

This report outlines the provision a school offers children with Special Educational Needs, including our policies on identification and assessment.

Any queries regarding SEN should be directed to the SEN coordinator (SENco).

Currently the SENCo is A.C.Allsup who is available on

Tel: (01527) 597 936

e-mail: [aca29@theforge.worcs.sch.uk](mailto:aca29@theforge.worcs.sch.uk)

The Forge is a school for key stage 3 and 4 pupils. We are an alternative provider commissioned by Worcestershire County Council and mainstream schools. We offer provision principally for pupils who have been permanently excluded from their mainstream school or who are at risk of this. Our aim is to use our understanding to guide pupils to achieve the best they can academically, socially and emotionally to become competent and effective members of our society.

### **How does the school identify children/young people with special educational needs?**

All of our pupils are on our SEN register as having special educational needs under the area of need identified as social, emotional and mental health difficulties. Most are at SEN support, occasionally we have a pupil undergoing assessment for an EHCP or with an attached EHCP. Some of our pupils have additional areas of needs as well as social, emotional and mental health difficulties.

On entry to our school all of our pupils undergo an online assessment in English, Maths and Science. An assessment on social and emotional behaviors shown in the classroom is also requested from their prior educational setting.

These initial assessments are used to identify any potential learning needs and to create an action plan for staff, parents, external agencies and pupils to support social and emotional development.

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Headteacher: Mr S. Williams



If a potential learning need is identified further assessments may occur to clarify the need. (Details are in the SEN policy. A copy can be requested from our reception or e-mail the SENCo.)

If your child has already been identified as having special educational needs the information should be passed to us by their school as part of our induction process.

If you feel information has not been passed on please do not hesitate to contact our SENCo by phone or e-mail.

### **How does the school evaluate the effectiveness of its provision for pupils and how will I know how my child is doing ?**

Your child will be allocated a family group (tutor group) on entry. Every six weeks you, your child and any agencies involved in supporting your child will be invited to a review.

At the review evidence of progression in behaviour, attendance and learning will be presented and discussed. You will have the opportunity to share any concerns, requests or questions you may have. It is important that you attend the review to be part of this process. We are happy to meet you at a time or place convenient to you including home visits if you prefer.

At the review, a target will be set to further develop your child's safety and progression and an action plan agreed upon to review at the next meeting in 6 weeks time.

If attendance is below 90% we will prioritise an action plan to improve attendance first. If progression in core subjects is rated RED (Red, Amber, Green) an action plan will be put in place to support moving this to amber or green.

If a communication, social or emotional issue is identified as the main barrier to your child's learning then support strategies will be discussed and explored together including referral to external agencies and Thrive/Trauma Informed interventions.

The action plan may include individual learning interventions (for example on spelling), intensive coursework support, referral to specialist teams (for example speech and language team) or social support (for example the Early Help Hub), referral for reintegration into a mainstream setting or referral for an EHCP assessment.

Your wishes and concerns are always sought and an important part of any decision made in this process.

### **How will the school staff support my child?**

Class groups are no bigger than eight pupils. This means your child will experience high quality teaching differentiated to their individual needs.

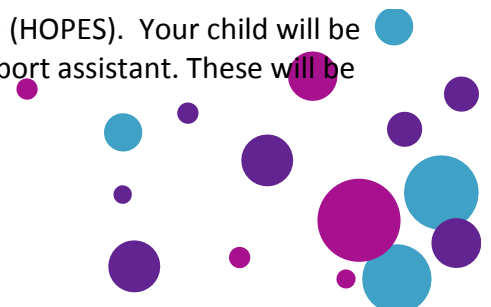
We have a strong pastoral team led by our Heads of Pupil Experience (HOPES). Your child will be in the family group that will have an allocated tutor and learning support assistant. These will be

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your first point of contact for any initial questions or concerns you may have as your child progresses through The Forge. These are the professionals that will lead your six weekly reviews.

### **How will the curriculum be matched to my child's / young person's needs?**

The majority of our pupils have external trips and visits as part of their curriculum. They will be part of this provision unless extenuating circumstances means they cannot participate. This can include a risk assessment for the pupil on the particular activity.

### **What support will there be for my child's overall well being?**

We are a 'Thrive' school that recognises the importance of all of our pupils feeling safe, being heard and being special. We encourage pupils to express their views through our pupil voice forum and always have a pupil panel at any interview process for new staff. Pupil's behaviour and attendance is monitored by your child's tutor and the HOPES. You will be consulted if any concerns are identified and plans reviewed at the six weekly reviews. A copy of our behaviour and relationship policy is available from Reception or email [office@theforge.worcs.sch.uk](mailto:office@theforge.worcs.sch.uk) for an electronic copy.

### **What specialist services and expertise are available at or accessed by the school?**

At The Forge we have access to many support agencies and employ individuals with specialisms to support our pupils overall well-being. We access (not an exhaustive list):

Child and Adolescent Mental Health Services, Umbrella pathway, Learning Support Team, Speech and Language team, Early Help Workers, Stronger Families Support Workers, Swanswell School Nurse, School Sexual Health Nurse, Sandwell Centre, Medical Education Team, Virtual School for Looked After and Adopted Children, Worcester Autism Team, Get Ahead Project', Touchstones Bereavement Support. We also liaise closely with SEN team at Worcestershire County Council for requested assessment for Education Health and Care Plans.

### **What training have the staff supporting SEND had or what training are they having?**

We are constantly updating our own training on current policies and procedures in education and mental health. Our CPD program identifies staff training to evolve areas of specialism within our staff co-hort, with a particular focus on the power of relationships to support young people to grow and develop. All staff are trained in current safeguarding practice and staff who work directly with pupils are trained in positive handling techniques. Our SENCo has accreditation in the national SENCo award . Six staff are qualified THRIVE practitioners and the school is moving towards working as a Trauma Informed School with TIS UK.

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### **How accessible is the school both indoors and outdoors?**

Our ground floor has wheel chair access and a disabled toilet. We do not have access to our upstairs classrooms for wheelchair users. This means access to the Art room and Food Technology is not available. Both subjects could be taught downstairs if the need arose.

### **How are parents involved in the school? How can I get involved?**

We always welcome parental involvement in our school, apart from the six weekly reviews we welcome any parents who wish to come into school at any time. We are also always happy to have nominations for parent governors from any parent or carer who would be willing to come onto our governing body.

### **Who should I speak to if I have any concerns or wish to have further information?**

If you have any general concerns or questions your first point of contact is your child's tutor. You are always welcome to phone the school and ask them to contact you. If you have a concern relating to Special Educational Needs or Disability please contact the SENCo.

### **The local offer**

The local offer in Worcestershire schools is a document produced by Worcestershire County Council. It explains support and services available in Worcestershire for pupils with special educational needs or disability.

It is available from [www.edulink.net.worcs.net/senreform/SEN](http://www.edulink.net.worcs.net/senreform/SEN) or you can collect a copy from reception at The Forge or e-mail our SENCo for an electronic copy.

If your child is recommended at review for transition to another school be it mainstream or a special school we will support that transition with a graduated timetabled reintegration programme support by our staff.

If your child transfers to post 16 provision after their placement with us we will support the transition.

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