

Birches Head Academy



SEND Information Report

Policy Information:

Policy Lead

Date prepared

Frequency of Review

Review Date

SENDco -

Autumn 2025

Annually

Autumn 2026

Approved by Principal:

A handwritten signature in black ink, appearing to be 'Paul Masher'.

Paul Masher

Approved by Chair of Governors:

A handwritten signature in black ink, appearing to be 'S Finlay'.

Suzanne Finlay



Frank Field
Education Trust

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This report is to help you understand how our Academy knows when children need extra help and what you should do if you think your child may have an additional need.

Who are our key SEND staff?

SENDCo: Deborah Carpenter

Mrs D Carpenter has been working as the Associate Assistant Principal for SEND at Birches Head Academy since October 2024. As an experienced practitioner, the role involves developing and expanding SEND expertise in the whole staff team and ensuring positive working relationships with parents/carers and wider outside agencies. Mrs Carpenter has the following qualifications: BA Hons in Dance and English, Masters in Education, DTLLS, NPQSL, and is currently completing the NPQSENCO.

Our team of Teaching Assistants have also taken part in a wide variety of SEND training, both via school CPD and that offered by the various specialist support services.

How we identify pupils with special educational needs:

Our SENDCo works closely with primary colleagues and specialist services to gather information prior to secondary school transition. This includes meeting with all parents/carers of pupils with complex needs and those with an EHCP to ensure:

- Transition is as positive and anxiety free as possible for pupils/parents and carers
- Detailed information regarding need is provided for teaching staff before they meet pupils
- Necessary support and/or modifications are in place prior to a pupil joining us

Furthermore, pupil progress is closely monitored each Learning Programme. Pupils not making progress, despite quality first teaching, wider interventions and appropriate modifications according to need will be considered for further support after discussion with class teachers, Heads of Department and the SENDCo.

How the Academy will support your child?

The Academy support pupils based on their individual needs, observed or diagnosed. High quality classroom teaching (Quality First Teaching) following a broad and balanced, knowledge rich curriculum, is a universal offer for all pupils. Pupils' access to the curriculum will be ensured by informed scaffolding in lessons. Our Special Educational Needs Care and Action Register, SENDCAR is also shared with staff who utilise the information linked to this to support pupils with additional needs which may include modifications and reasonable adjustments.

Further support to enhance staff's understanding and to develop expertise is offered by our Guidance and Support strategies which are shared with staff. Our SENDCo also offers whole staff training regarding a range of needs on a regular basis.

For some pupils with complex needs, including those with an EHCP, a pupil centered plan, a "pupil passport" will be written which provides more individualised strategies.

BHA's Curriculum, Pastoral Team and SEND Teams work in partnership to ensure information is shared and strategies are supported on a whole school level.

BHA will also work closely with any outside agencies involved with our families and may request support from

them also.

How the curriculum is matched to your child's needs

In line with the SEND Code of Practice and the National Curriculum we aim to provide an inclusive, creative, curriculum for all that will equip all children to be successful in life. We promote a culture of aspiring to be the best you can be.

All pupils follow the same broad and balanced, knowledge rich curriculum as per our Learning Programme Cycle. Teachers share high expectations and aspirations for every pupil. Teachers will utilise scaffolding, alongside strategies from our Guidance and Support Folder, something we refer to as “reasonable modifications”: these include a range of techniques, tasks and styles to ensure learning is engaging, accessible and offers appropriate challenge: staff utilise assessment for learning strategies alongside their teaching. We will follow the graduated approach and the four-part cycle of assess, plan, do, review for any pupils with an identified special educational need.

How you will know how your child is doing and how the Academy will support your child's learning

The Academy monitors pupil progress closely and we hold Additional Intervention Meetings termly in school to ensure that all pupil progress is tracked, concerns are highlighted and support can be implemented, either within curriculum areas or with the wider pastoral/SEND team.

Your child's form tutor should be your first port of call if you have any concerns as they see your child every day and are the adult in school they get to know especially well. They will then escalate concerns as needed to the appropriate department, whether that is SEND or the Pastoral Team.

How we will measure how well your child is progressing

Aspirational targets are set based on data from primary schools (Key Stage 2 SATS), Teacher assessments and CATs data, alongside continuous subject assessments.

We hold Review Days where parents and carers are invited in to meet their child's teaching staff, receiving verbal and written feedback regarding their progress. Furthermore, we offer parent “drop ins” where any questions can be answered and concerns shared.

What support is offered to parents/carers?

We aim to have open and honest communication with parents and will accommodate parental meetings as best we can. We work closely with home to ensure solution focused ways forward offering a consistency of approach for pupils.

The Academy also supports parents/carers with attendance at multi-agency meetings and also by liaising with outside agencies regarding additional support.

What support is there available for your child's overall well-being?

Pupil well-being is a whole staff responsibility and all adults in the Academy are approachable and endeavour to support well-being on a daily basis. Pastoral support is available to pupils throughout the Academy day, with your child's form teacher at the centre of this. PSHE lessons fortnightly as well as academic review daily are at the heart of the continuous and daily support we offer in regard to pupil well-being.

Pupil well-being surveys also inform our support and pupil voice is extremely important to us: Our Academy pupil leadership team ensures that pupils are represented and listened to.

Our Aspire Centre may also be utilised as part of our graduated response to needs.

Our wide range of after-school, extra-curricular activities also enhance our offer as part of our Be More curriculum and are open to all pupils as part of our commitment to accessibility for all.

What specialist services and expertise are available at Birches Head or accessed by us?

We may consider, after consultation with parents and carers, and as part of our graduated response to needs, involving outside agencies to support our response. These include the following:

- City of Stoke-On-Trent SEND team
- Speech and Language Team
- Child and Adolescent Mental Health Service (CAMHS)
- Educational Psychologist Service
- Paediatric Team
- Occupational Therapy Services
- Young People's Service

How are all children included in our Academy?

We offer all children the same broad and balanced, knowledge rich curriculum with planned assessment and review built in to our teaching. All of our extra-curricular activities and school visits are available to all our learners, including our extensive after-school clubs. No learner will be excluded from taking part in activities because of their additional needs.

Our accessibility policy can be found on our website

How will our setting prepare and support your child/young person to join the next stage of education and life?

We recognise that transitions can be difficult for a child with additional needs, and we take steps to ensure that any transition is as smooth as possible.

- Primary-Secondary Transition

This is robustly coordinated by a member of the Senior Leadership Team, Mrs Toach supported by our Associate Assistant Principal, Mrs Carpenter and Assistant Principal Mr Ashman

- In Year transfers from other schools

Our pastoral team in conjunction with, Senior Leadership Team and the SENDCo will ensure that all relevant information regarding your child is shared. Parents/carers and child will also meet with a member of the Senior Leadership Team prior to a place being agreed.

- If your child is moving to another school or post 16 provider

We will liaise with the new setting and ensure that any additional needs are understood, sharing strategies and

information as necessary. Formal records will also be forwarded.

How are our setting's resource allocated and matched to children's special educational needs?

Resources are allocated according to need and resources available. Most children will thrive within the mainstream classroom following our broad and balanced knowledge rich curriculum offer, scaffolded to ensure barriers to learning are removed. Support "additional to and/or different from" this universal offer might be utilised as part of our graduated response to needs if a pupil was failing to thrive.

For children who receive additional funding, provision will be utilised to meet the outcomes agreed on their Pupil Funding Agreements or Education and Health Care Plans. This will be decided in consultation with parents/carers, any outside agencies working alongside the pupil and further informed by pupil voice.

What training are the staff supporting children and young people with SEND had or are having?

All teachers are teachers of children with special educational needs.

All teachers are trained to deliver high quality classroom teaching (Quality First Teaching)

All teachers at BHA are, in addition, offered in-school training in regard to special educational needs and disabilities. Our Guidance and Support strategies also offer ideas and strategies to support pupils who may need reasonable modifications. Furthermore, Staff have received training from a wide range of professionals we invite in to extend their knowledge and expertise.

Links with the Local Authority

Stoke maintained schools have a similar approach to meeting the needs of pupils with Special Educational Needs and are supported by the Local Authority (LA) to ensure that all pupils, regardless of their specific needs, make the best possible progress in school. All schools are supported to be as inclusive as possible, with the needs of pupils with a Special Educational Need/s being met in a mainstream setting wherever possible, where families want this to happen.

Details of the City of Stoke on Trent local offer can be found at:

<https://localoffer.stoke.gov.uk/>

This website offers lots of information and support.

Complaints about SEND provision

Complaints about SEND provision in our school should be made to the Principal, Mr Masher, in the first instance. They will then be referred to the school's complaints policy.

The parents of learners 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 children. 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

Contact details of support services for parents of learners with SEND

The SEND Information, Advice and Support Service (SENDIASS) is a service that helps parents and carers who have a child with difficulties with learning and or a disability and children and young people who have a learning difficulty and or a disability from birth to 25 years. The service is confidential and offers impartial advice and information to help clients make informed decisions. These are their contact details:

Telephone:

01782 234701

Website:

<https://localoffer.stoke.gov.uk/directory-record/2410/sendias-send-information-advice-and-support-service>

e-mail:

iass@stoke.gov.uk

Contact details for raising concerns

To contact the SENDCo, Mrs Deborah Carpenter, to discuss any concerns please contact school via telephone or e-mail

dcarpenter@bircheshead.org.uk

01782 233595

Monitoring arrangements

The SEND policy and information report will be agreed and then reviewed by the Governing Board every year. It will also be updated if any changes to the information are made during the year.

Our designated SEND Governor is Mrs C Morton