

## Rooks Heath College SEND Report 2016/17

The following information is an overview for parents/carers of what is currently on offer (2016/17) at Rooks Heath College for students with Special Educational Needs and/or Disabilities.

Please also see the Local Authority Offer from the London Borough of Harrow at the following web address: [www.harrow.gov.uk/sendlocaloffer](http://www.harrow.gov.uk/sendlocaloffer)

This information should be read in conjunction with the following policies: SEND policy, Equal Opportunities Policy, Medical Needs policy, Behaviour for Learning policy and Assessment for Learning policy, Safeguarding Policy and Curriculum Policy, all found on the Rooks Heath College website.

### Section One: Key Information for Parents/Carers

Our Philosophy and Approach	<p>Rooks Heath College prides itself on being an inclusive school. The college welcomes students of varying abilities and backgrounds and we believe that each student has individual and unique needs. Teachers have high expectations of all students, regardless of their current ability, and are required to set challenging tasks for students. Students are encouraged to develop tolerance and mutual respect and to recognise that no ceiling can be placed on achievements when coupled with hard work and effort. The SENCo and her team work together with subject staff to provide students who have additional needs with a high level of quality support.</p> <p>When planning interventions and support programmes, it is acknowledged that what works for one student doesn't necessarily work for another. Rooks Heath College will aim to work with students and families to find a package of support that works well for each individual student, within the appropriate resources/facilities of the school.</p>
Staff Personnel and Training	<p><b>Key members of staff are as follows:-</b></p> <ul style="list-style-type: none"> <li>• Mrs J. Logan – Deputy Headteacher/SENCO/Specialist teacher (Dyslexia) <a href="mailto:logan@rooksheath.harrow.sch.uk">logan@rooksheath.harrow.sch.uk</a></li> <li>• Mrs E. Dobson – Learning Development Manager <a href="mailto:DOBSON@rooksheath.harrow.sch.uk">DOBSON@rooksheath.harrow.sch.uk</a></li> <li>• Ms D. Barry – Learning Development Department Administrator <a href="mailto:barry@rooksheath.harrow.sch.uk">barry@rooksheath.harrow.sch.uk</a></li> <li>• Mrs J. Lamb – Community and Family Liaison Officer <a href="mailto:LambJ@rooksheath.harrow.sch.uk">LambJ@rooksheath.harrow.sch.uk</a></li> </ul> <p><b>Specialist staff on site this academic year:</b></p> <ul style="list-style-type: none"> <li>• Mrs J. Logan (MA: SEN, Speech, Language and Communication needs; PG Cert: SEN, Dyslexia)</li> <li>• Miss K. Hall (BSc: SEN – USA; MSc: Educational Psychology – USA)</li> </ul>

**Linked Specialist Staff at London Borough of Harrow Local Authority, for 2016-17:**

- Mrs G. Usher (Senior Educational Psychologist, LB Harrow)
- Mrs. L. O’Connell (Senior Speech and Language Therapist, London North West Healthcare NHS Trust)
- Ms J. Bevan-Cotton (Advisory Teacher of Autistic Spectrum Disorder, LB Harrow)
- Ms E. Whitmarsh-Knight (Advisory Teacher for the Hearing Impaired, LB Harrow)
- Close links to CAMHS – liaison and advice, care plans, strategies.
- Close links to Social Services and Safer Schools.
- Yusuf Yusuf (Harrow Somali Voluntary Organisation)

**Links with Specialist Departments at Ealing and Brent Local Authority for 2016-17**

- Brent Outreach Autism Team
- Brent SEN Assessment and Review Team
- Ealing SEN Assessment and Review Team
- SAFE team/EOTAS (Ealing other than at School)

**Links with other schools in 2016-17**

- The Jubilee Academy, including outreach, mentoring and intensive work with students on site.
- The Helix and Harrow Tuition Service.
- Harrow, Ealing, Brent Virtual Schools.
- The Skills Centre

**Whole Staff Training:**

All members of staff are encouraged to continue to develop their knowledge, skills and understanding in Special Educational Needs (SEN) through a continuous process of professional development in all key areas.

During 2015-16, all staff were provided with specific training related to SEND, including training about reading development, literacy and numeracy skills, speech, language and communication needs and differentiation. Planned training for 2016-17 includes training for unqualified and newly qualified teachers about ‘meeting the needs of all learners in the classroom’, and training for all staff about ‘Autism’ and ‘Dyslexia’.

**Learning Development Department Training:**

All Learning Support Assistants are encouraged to complete the City & Guilds Level 2, Level 3 and Diploma in Supporting teaching and learning in Schools, provided by the Shaftesbury High School Professional Development Centre.

Some members of staff have also completed Level 2 and 3 of the Award in Communication Support for Verbal Children with Autism Spectrum Disorder (ELKLAN).

One member of staff is currently undergoing training in counselling.

	Others are involved in various short courses including courses about sharing good practice amongst Harrow schools, mindfulness and coaching.
<b>Section Two: Early Identification and Assessment, Progress and Attainment.</b>	
Assess, Plan, Do and Review cycle	<p><b>Identification and Assessment</b></p> <p>On entry to Rooks Heath College, the Learning Development team gather information from lots of different sources to gain a holistic view of your child. This includes the following :-</p> <ul style="list-style-type: none"> <li>• Information gathered through visits and conversations with your child’s Primary school</li> <li>• Previous assessments such as SATS results</li> <li>• Primary school teacher assessments</li> <li>• Baseline assessments for each subject in Year 7</li> <li>• Feedback from teaching staff about how well your child is progressing</li> <li>• Cognitive Ability Tests (CATS) results</li> </ul> <p>Where there is already an identified Special Educational Need or Disability (SEND), we will arrange to meet with you to talk about ways in which we can support your child. Where there is a new need that has not yet been identified, we will put in place initial discussions, targets, a review of the targets and possible further assessments with outside agencies (if necessary). Our initial assessments will lead to an intervention plan for your child and support will be put in place. This will then be reviewed.</p> <p><b>Subject teacher identification:</b></p> <p>Subject teachers are encouraged to raise any concerns about changes or sudden deterioration of behaviour, lack of progress, significant changes in rate of progress and/or where a student is well below that expected for his/her age group. Departments are encouraged to put in place interventions to help the students succeed. Where progress continues to be lacking, they will approach the Learning Development Team for assistance and to consider whether further interventions should be put in place.</p> <p><b>Review, Progress and Attainment</b></p> <p>The progress of all students with additional interventions will be reviewed regularly. If your child is making good progress following the intervention, we will discuss whether it is still required. Where progress is not being made, we will consider alternative interventions that may be more successful. If your child continues to struggle and is still not making progress, we will seek the advice of other outside agencies and professionals who may be able to provide further strategies and at times a diagnosis. We endeavour to seek your views and the views of your child to contribute to this ongoing cycle.</p>

<b>Section Three: Partnership with students and families</b>			
Partnership and Students and Student Voice	<p>‘Student Voice’ is very important to the Learning Development Team at Rooks Heath College. Students often have clear ideas about how they would like to be supported and what works well for them. Where additional, individual support is deemed necessary, the student will always be consulted about the strategies that are likely to help best and how they would like to be supported. This takes place through one to one discussions with the student and a key member of staff.</p> <p>Where students are invited to participate in booster groups and support groups, students will usually be invited to attend information meetings about these groups, which are often held on options and parent consultation evenings. In addition, letters will be sent home.</p>		
Partnership with Parents/Carers and Parent/Carer Voice	<p>‘Parent/Carer Voice’ is also very important to the Learning Development Team at Rooks Heath College. As parents know the students best, concerns about progress are always taken seriously.</p> <p>We communicate with parents/carers regularly to discuss the way in which we can effectively support the students. We also make ourselves available as a team through regular telephone and email correspondence. Parents/carers are welcome to contact us at any time. To make communication easier, we have recently invested in a department mobile, and parents are able to text and receive texts.</p> <p>Parents are always consulted, either by telephone, letter or face to face meeting, about the appropriateness of any individual support. Where students are invited to participate in booster groups and support groups, parents will usually be invited to attend information meetings about these groups, which are often held on or before options and parent consultation evenings. In addition, letters will be sent home confirming arrangements for group participation.</p> <p>Language should not be a barrier to communication with school, and the Learning Development Department make use of interpreters and community support groups as much as possible, to enable parents of all languages to have a voice. We also run ESOL classes for parents who would like to improve their English.</p>		
<b>Section Four: SEND Provision at Rooks Heath College during 2016-7</b>			
<b>Area of need</b>	<b>Whole School Ethos and Practice</b>	<b>Focused support being accessed by some children</b>	<b>Support and Intervention being accessed by a small percentage of students with or without an EHC plan</b>
<b>Social, emotional and mental health difficulties</b>	<ul style="list-style-type: none"> <li>• Consistent application of the school’s Behaviour for Learning policy.</li> <li>• A positive, supportive and nurturing environment</li> <li>• Carefully planned PSHE curriculum, including issues such</li> </ul>	<ul style="list-style-type: none"> <li>• Identification and assessment in school</li> <li>• Additional advice and support from external agencies</li> <li>• Adaptations to the curriculum to secure engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Interventions are implemented, reviewed and revised</li> <li>• Liaise closely with parents/carers</li> <li>• Work with parents to refer to CAMHS and other external agencies</li> <li>• Targeted intervention to promote social skills</li> </ul>

	<p>as bullying, mental health awareness, self-harm, internet safety, crime, tolerance, equal opps.</p> <ul style="list-style-type: none"> <li>• Swift and effective dealing with bullying incidents.</li> <li>• Supportive network of pastoral care – tutor, co-tutor, pastoral leaders and Directors of Learning.</li> <li>• Supportive network of peer support, with prefects working as Year 7 buddies.</li> <li>• School Council actively seeking student voice.</li> </ul>	<ul style="list-style-type: none"> <li>• Programmes of support to reduce anxieties and build self-esteem</li> <li>• Targeted support from LSAs</li> <li>• Exam support, such as small, quiet room, rest breaks, mentoring in the lead up to exams.</li> <li>• Scribing student voice, to gain student point of view, where incidents occur and the student is unable to write down his/her account.</li> <li>• Time2Talk – mentoring service.</li> <li>• One to one support through Be10 (our Inclusion Unit)</li> </ul>	<ul style="list-style-type: none"> <li>• Adaptations to physical environment eg time out</li> <li>• Monitoring and support in unstructured time eg lunchtime club.</li> <li>• Behaviour Management Plan/Pastoral Support Plan</li> <li>• Support through charity groups such as WISH, ASK, Blue.</li> </ul>
<b>Speech, language, communication and interaction</b>	<ul style="list-style-type: none"> <li>• Training, by SENCo, for staff to meet the needs of students with speech, language and communication difficulties</li> <li>• Clear information provided to teaching staff about student strengths and difficulties on entry.</li> <li>• Students as active learners.</li> <li>• Varied learning styles catered for in tasks set.</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1, paired and small group support by LSAs trained in ELKLAN</li> <li>• Personalised support within the class</li> <li>• Individual/small group work with LSAs led by SALT.</li> <li>• Individually Differentiated tasks</li> </ul>	<ul style="list-style-type: none"> <li>• Access to paired or 1:1 language development programmes</li> <li>• Reduced curriculum</li> <li>• Additional in class LSA support</li> <li>• Access to personal laptop</li> <li>• Speech &amp; Language Therapy planned and delivered by a qualified therapist</li> <li>• Visual supports such as visual/simplified timetables.</li> <li>• Alternative communication systems, such as communication bands and traffic lights.</li> </ul>
<b>Autistic Spectrum</b>	<ul style="list-style-type: none"> <li>• Quality first teaching for all</li> <li>• Positive behaviour management</li> <li>• Understanding of different learning styles for individual/ groups of children</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum differentiated/ modified to take account of individual learning needs</li> </ul>	<ul style="list-style-type: none"> <li>• Advice and support from the Advisory Teacher for children with autism and SALT</li> <li>• Small group targeted intervention.</li> <li>• ICT used to reduce barriers to learning</li> </ul>

	<ul style="list-style-type: none"> <li>• Differentiation within lessons</li> <li>• Close monitoring of attendance in liaison with our attendance officer.</li> <li>• High level of experience amongst Learning Development Staff.</li> <li>• Staff training, in order to raise awareness about issues such as sensory overload, change and flexibility and social interaction.</li> </ul>	<ul style="list-style-type: none"> <li>• Advice and support from the Advisory Teacher for children with autism</li> <li>• Advice and support on strategies from SALT</li> <li>• Use of appropriate resources e.g. visual timetables, social stories.</li> <li>• Interventions to support attendance, where school and lesson refusal become problematic</li> <li>• Support with transition, such as Year 6-7, between classes, from one year to the next, to post 16.</li> </ul>	<ul style="list-style-type: none"> <li>• Alternative communication systems e.g. communication bands and traffic light systems</li> <li>• Mentoring and peer support to help with self-reflection and moderation of behaviour responses.</li> <li>• Access arrangements for Exams where appropriate.</li> <li>• Preparation for unusual events where possible, and other aspects of change.</li> <li>• SpLT supports a small number of students to prepare for Post 16 with student passports.</li> </ul>
<b>Cognitive and learning difficulties/ Moderate learning difficulties</b>	<ul style="list-style-type: none"> <li>• Differentiation of the curriculum and teaching</li> <li>• Teaching resources are accessible and appropriate Multi-sensory approach to learning</li> <li>• Active learning strategies and varied learning styles.</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum is adapted to meet the needs of individual/groups of children, including reduced curriculum where appropriate and booster classes</li> <li>• Targeted intervention programmes, including Units of Sound, Foundation Learning, Functional Maths and English.</li> <li>• Differentiated resources are provided as appropriate</li> <li>• Small maths groups in Year 7</li> <li>• Small groups for lower sets in Year 8-11</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1 and/or paired reading, writing, maths and coursework lessons.</li> <li>• Use of schemes such as Alpha to Omega for individual spelling support.</li> <li>• Power of 2 for Maths</li> <li>• Access to personal ICT to enable alternative methods of recording</li> <li>• Additional in class LSA support</li> <li>• Additional small group support</li> <li>• Educational Psychology assessment / support</li> <li>• Exam arrangements and access arrangements for exams, such as reader and scribe.</li> </ul>
<b>Sensory and physical needs (e.g. hearing impairment,</b>	<ul style="list-style-type: none"> <li>• Curriculum is adapted to enhance strengths and provide opportunities for reducing curriculum requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• Modified learning environment.</li> <li>• Care plans for individual children</li> </ul>	<ul style="list-style-type: none"> <li>• Individual protocols and plans for children with significant physical and/or medical needs</li> </ul>

<b>visual impairment, multi-sensory, physical and medical needs)</b>	<ul style="list-style-type: none"> <li>• Referrals to Harrow Hearing Impaired Service or Visual Impaired Service</li> <li>• Provision of specialised equipment</li> <li>• Seating position within class prioritised.</li> </ul>	<ul style="list-style-type: none"> <li>• Close liaison with external agencies e.g. OT, Hearing Impaired Teacher, school nurse</li> <li>• Close liaison with the Welfare Team in school.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional resources to reduce individual barriers to learning</li> <li>• Access to external advice and assessment.</li> <li>• Modified exam papers and access arrangements for Exams.</li> <li>• FM System training for all appropriate staff has taken place this year.</li> </ul>
<b>Bullying</b>	<p>The Staff at Rooks Heath College are aware of national research which shows children with SEND are more susceptible to bullying.</p> <p>Special interventions are put in place to support students who have been, or are at risk of being, the victims of bullying and/or are participating in bullying. Strategies are both reactive and preventative, and include social skills training in assertiveness, empathy, building and keeping of friendships, successful relationships and self-affirmation and self-esteem.</p> <p>Projects such as circle time, a circle of friends and peer mentoring take place where appropriate.</p> <p>Minority student groups are encouraged to feel valued and have a voice, for example through our LBGT group, set up this year and supported by the charity Blue.</p> <p>Assemblies and tutor time activities support awareness of, and acceptance of, difference and individuality.</p> <p>The Learning Development Department have been involved with projects run by Kidscape on bullying, and have undertaken peer mentoring training within the last three years.</p>		
<b>Transition</b>	<p>The Learning Development Team recognise transition from Year 6 to Year 7 as a particularly stressful time for many parents/carers and students. Careful plans are in place to ensure that this is as positive an experience as possible and to reduce the impact of any KS3 attainment dip. We have developed the role of our Community and Family Liaison Officer (Mrs J. Lamb). She has built up very close links with our primary schools over the last few years and works closely with Year 5 and 6 students, to ensure that they have a key member of staff to whom they can go with any problems once they arrive at Rooks Heath. She communicates with parents/carers interested in Rooks Heath and arranges for several visits, booklets, staff meetings and pupil profile meetings before the students arrive. She and a senior member of staff visit most of our primary schools to discuss the prospective students with their teachers. We also have subject specific teachers who share good practice with upper phase primary school teachers.</p> <p>Year 7 students have access to lunchtime and breakfast clubs, with a view to supporting them through the beginning of the day and the unstructured parts of the day. These times can be daunting for some students. The Learning Development Team run these sessions and are available with experience and knowledge of the students, so that support can be given when needed.</p> <p>On transition to Post 16 education, our Learning Support staff often accompany students to open events, interviews and sessions with our careers advisor during this important time. Careful one to one planning is put in place for high needs students to ensure</p>		

	that they receive appropriate advice and find courses that are both interesting and at the right level for them. We also work with some students in applying for apprenticeships or work placements where necessary.
<b>Section Five: Other Information</b>	
Partnership with stakeholders	<p>Rooks Heath College liaises on behalf of students and families with the following support services and charities:</p> <ul style="list-style-type: none"> <li>• Special Education Assessment and Review Service – London Borough of Harrow.</li> <li>• London Borough of Harrow Educational Psychology Service.</li> <li>• Speech and Language Therapy Service – NPH, North West London Health NHS Trust.</li> <li>• Child and Adolescent Mental Health Service (CAMHS)</li> <li>• Early Intervention Service (Harrow Social Services)</li> <li>• Sensory and Communication Team (SACT, including Visual and Hearing Impairment teams)</li> <li>• ADHD and Autism Support group, Harrow</li> <li>• PATOSS</li> <li>• The Wish Centre</li> <li>• Kids Can Achieve</li> <li>• Frustrated Communication</li> <li>• John Lyon Charitable Trust</li> <li>• Dyslexia Action</li> <li>• Mind in Harrow</li> <li>• HASVO</li> <li>• Young Carers</li> </ul> <p>Rooks Heath College currently have the following bids in place:</p> <ul style="list-style-type: none"> <li>• John Lyon Charitable Trust – ESOL Classes already being run (for the 3<sup>rd</sup> Year).</li> <li>• John Lyon Charitable Trust – bid currently going through for Parent Ambassadors.</li> </ul> <p>We also have the following teaching/research projects going on:</p> <ul style="list-style-type: none"> <li>• Students from the University of Connecticut carrying out research projects for their Masters Degrees (Autumn Term).</li> <li>• Students from Harrow Educational Psychology Service, carrying out placements for EP training (Spring Term).</li> <li>• Maths Intervention Programme, funded by the John Lyon Charitable Trust and supported by Harrow Somali Voluntary Organisation.</li> </ul>
Complaints	Should students or parents / carers be unhappy with any aspect of provision they should discuss the problem with the class teacher in the first instance. Anyone who feels unable to talk to the teacher, or is not satisfied with the teacher's comments, should ask to speak to the SENCo. For a problem that might need time to explore fully, parents / carers should make an appointment. In the event



	<p>of a formal complaint parents are advised to contact the headteacher in the first instance. If they are unsatisfied still, they are then advised to contact the governing body. The LEA Parent Partnership Service is available to offer advice.</p>
<p>Link to Local Offer</p>	<p>Support Services and useful charities in Harrow for parents:</p> <p>Mind in Harrow <a href="http://www.mindinharrow.org.uk/">http://www.mindinharrow.org.uk/</a>  The Wish Centre <a href="http://thewishcentre.org.uk/">http://thewishcentre.org.uk/</a>  Harrow Carers <a href="https://www.harrowcarers.org/">https://www.harrowcarers.org/</a>  ADHD and Autism Support Harrow <a href="http://www.adhdandautismharrow.co.uk/">http://www.adhdandautismharrow.co.uk/</a>  Frustrated Communication <a href="http://www.frustrated-communication.org.uk/">http://www.frustrated-communication.org.uk/</a></p> <p>Other helpful websites nationwide:</p> <p>National Autistic Society <a href="http://www.autism.org.uk/">www.autism.org.uk/</a>  Prof. Association of Teachers with Specific Learning Difficulties <a href="https://www.patoss-dyslexia.org/">https://www.patoss-dyslexia.org/</a>  Dyslexia Action <a href="http://www.dyslexiaaction.org.uk/">www.dyslexiaaction.org.uk/</a>  National Health Service Education and Advice <a href="http://www.nhs.uk/">www.nhs.uk/</a>  Young Minds <a href="http://www.youngminds.org.uk/">www.youngminds.org.uk/</a></p> <p>Please also see the Local Authority Offer from the London Borough of Harrow at the following web address:  <a href="http://www.harrow.gov.uk/sendlocaloffer">www.harrow.gov.uk/sendlocaloffer</a></p>