

## What should I do if I think my child has special educational needs and how will the school respond to my concerns?

Contact your child's class teacher and find a convenient time to discuss your concerns



Together you will complete an initial concerns assessment and decide on a plan of action. This may be with or without the SENDCO depending on the needs of the child. It may be that the child displays differently at home and school and outside agencies or alternative strategies may be suggested. However, if the concerns are impacting the child in school the class teacher will speak to the SENDCO



### Assess

The Special Educational Needs and/or Disabilities Co-ordinator (SENDCO) will be informed and he/she will gather the information he/she needs about the child. This could be through diagnostic assessments, observations and discussions with the class teacher to decide if additional support is needed.



### Plan

A meeting will be held with parents/carers, class teacher and SENDCO to discuss the outcome of the observations and assessments. If a child does need additional support, and they would benefit from being added to the special needs and disabilities register, a gold form is created which becomes a log of the child's support meetings.



### Do

A one-page pupil profile will be drawn up by the class teacher, this will be shared with the child, parents and supporting adults. This profile will contain targets for the child and strategies for home and school to help the child remove any barriers they may have to the curriculum and/or school life.



The one-page pupil profile will be reviewed and updated by teachers, parents/carers and pupils three times a year to ensure the child is able to access all areas of the curriculum and achieved his/her full potential.