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### Support for Children with Additional Needs

Dear Eastway Families,

These are difficult times for us all but for those children with special educational needs/concerns, or disabilities it may be more challenging. We want to make you aware of the support available for your child, whether they are on the school SEN register or are awaiting further assessments due to concerns raised. I want to reassure you that we continue to fulfil all school roles whilst we are not currently open and our provision for children in school and at home with additional needs are all catered for. We can provide additional resources such as sensory bags, visual timetables, fidget toys, IT programmes and practical maths equipment, please speak to class teachers

There is a very clear process in place for identifying children who have additional needs or may need additional support from school or outside agencies. I have attached the Department for Education flow chart to help you to understand the process but I will explain what this looks like at Eastway.

1. You or the school have concerns about your child (this could be difficulty with an area of learning, delayed speech, difficult behaviour for example)
2. We ask you to write down all of your concerns and make an appointment with our SENCo and class teacher. If school has concerns, we will invite you to a meeting and share our concerns and evidence.
3. We ask that you rule out anything else, which may be affecting them and may suggest eye test, hearing test, GP check or discuss routine, diet, change in family circumstances etc.
4. We will create a Pupil Passport- this will list the concerns or difficulties that your child has and how they can be supported. It will include information from your child and home.
5. Your child is given a Learning Plan, we use Provision Map to record this and shared them with parents/ carers every 6 weeks
6. The Learning Plan contains targets for how school will provide additional support and/ or interventions to meet their needs.
7. We take the approach of ASSESS-PLAN-DO-REVIEW and children and families are involved in the process and
8. When the Learning Plan is reviewed after 6 weeks, if you child has made progress we will continue to monitor them
9. If there are still concerns we may look at involving outside agencies such as school nurse, speech and language, ADHD foundation, NHS paediatrician
10. After two reviewed Learning Plans and on gathering advice and guidance, if we still have concerns, school or parents may decide to refer to an educational psychologist
11. If your children needs support beyond what we would normally offer, they may need an Education, Health Care Plan (EHCP) When school or parent applies for an EHCP there a clear process and timeframe. The application process can take up to 20 weeks.

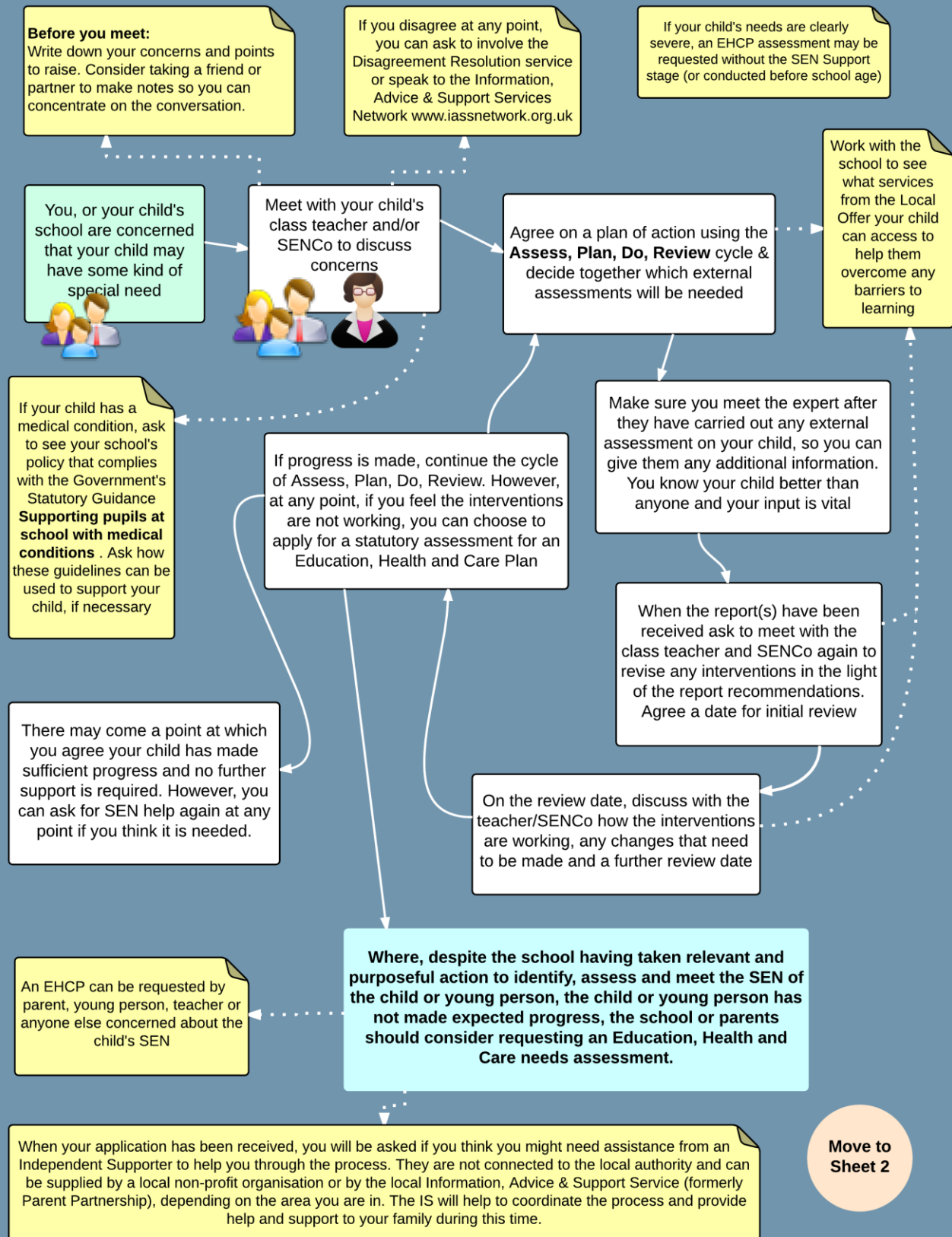
There is information under Wirral Local Offer <https://localofferwirral.org/> and our Eastway School Offer on our school website,

[https://eastway.eschools.co.uk/website/sen\\_disability\\_information\\_report/7070](https://eastway.eschools.co.uk/website/sen_disability_information_report/7070)

Whilst Mrs Brodie remains absent from school, I will continue to oversee all SEN with our Inclusion Team. If you have any questions, concerns or would like support for your child, please get in touch.

Mrs Morris and the Inclusion Team

# SEN Support in Schools



**Move to  
Sheet 2**

## Requesting an Education, Health and Care (EHC) Needs Assessment

An EHC can be requested by parent, young person, teacher or anyone else concerned about the child's SEN

**Where, despite the school having taken relevant and purposeful action to identify, assess and meet the SEN of the child or young person, the child or young person has not made expected progress, the school or parents should consider requesting an Education, Health and Care needs assessment.**

When your initial request has been received, think about what help you might need with this, for example from an independent supporter who can help you through the process. Your LA will ask you about this. Independent Supporters can be supplied by a local non-profit organisation or by the IASS Network, depending on the area you are in. The IS can help to coordinate the process and/or provide help and support to your family while the process is underway. You can decide the kind of help, if any, that you think you will need

A full diagram of the process can be found in the Code of Practice p154.

**Contact your local authority's SEN department and ask to start the SEN Statutory Assessment process.**

You then have six weeks during which time the Local Authority should seek to gather school reports, old IEPs/ documentation from the Assess/Plan/Do/Review process, any other speech & language/educational psychology/ OT or other reports.  
**Parents may wish, if they are able, to gather together all the reports and information that related to their child's SEND themselves as well to ensure everything is considered by the LA. This will also assist as a timeline reminder**

You then need to write your child's story including any relevant information from the gathered reports. If you have an Independent Supporter, they will be able to assist you with all of these steps. Include how your child's difficulties impact upon your whole family and what support your child already has that really helps. Remember to think about their strengths as well! Make sure you number the reports and include them in your application (only ever send copies). Any medical and social care needs should be included.

The local authority decides whether or not to conduct an assessment of SEND.

**If an assessment is agreed, move to part 3 "conducting an assessment"**

If the response is no, the LA should advise you of other options short of statutory assessment that can support your child from the Local Offer on the Assess, Plan, Do, Review process. Your LA should never just say 'No' without looking at what provision can better help your child from the Local Offer

If you are not satisfied with this decision or any other help sourced from the Local Offer help you can seek mediation and/or appeal to the SEND Tribunal

**Move to part 4, Disagreements"**