

ST. PETER'S CATHOLIC ACADEMY

Our SEND Information Report

Created: October 2025

To be review: October 2026

Meet our team at St. Peter's...

Mrs Parton- SENCo

Mrs Taylor- Safeguarding Officer

Mrs Hartley- Pastoral Support

Ursula Chadburn- Link Governor

You can contact any member of our team by calling 01782 235040.

How does St. Peter's Catholic Academy know if children need extra help and what should I do if I think my child may have special educational needs?

- **All children attending school will be monitored and observed in line with the relevant curriculum. Any concerns will be discussed with parents/carers.**
- **The school operates an open door policy where parents/carers are able to speak with staff about concerns regarding their children.**
- **Appointments can be made to see staff or senior leaders or the schools Special Educational Needs coordinator (SENCo) through the school office.**
- **The school has a dedicated Special Educational Needs coordinator (SENCo) who monitors your child and liaises with you and outside agencies if required.**
- **Parents Consultations are held three times a year giving time for sharing progress and discussing the appropriate next steps for your child.**

The SEND policy and other related documents can be found on the school website.

How will you teach and support my child with special educational needs?

- The *Special Educational Needs coordinator (SENCo)* will liaise with you and any outside agencies involved and the class teacher in order to monitor your child's progress. Pupil passports are drawn up in consultation with all who are involved with your child and the child themselves. The amount of support is tailored to fit the individual needs of your child. One to one assistance or small group work is arranged.
- The class teacher and support staff will work with your child and implement the next steps to aid their development.
- The *Special Educational Needs coordinator (SENCo)*, class teacher and support staff are always available to explain the educational plan for your child.

What interventions and strategies can you offer for a child with special educational needs?

Your child is a unique person.

- All teachers plan to meet the child's individual needs through detailed planning, adaptive teaching strategies and adult support where needed. A rich environment of support allows all children to achieve.
- Pupil Passports are used to inform all those working with your child. This plan will help with physical, social and cognitive development.
- One to one support is provided if your child requires adult input to ensure their own or others safety.

What interventions and strategies can you offer for a child with special educational needs?

Area	Strategies
Supportive Environment	Visual timetables, pre-teaching of strategies concepts and vocab, Now/Next boards, use of ICT, adaptive teaching strategies in class (i.e word banks, number lines).
English	Toe by Toe, Beat Dyslexia, Precision Teaching, Rapid Reading, Rapid Phonics, Write From the Start, Switched on Reading/Writing.
Maths	Plus 1, Power of 2, Ten Town, visual and practical resources.
Speech, Language & Communication	Spirals Language programme, Socially Speaking, Time to Talk, Time to Talk More, Time to Listen, Language Steps, Language Development, Developing Baseline Communication Skills, School Start, programs set by SALT, Early Talk Boost, Talk Boost, KS2 Talk Boost, visual aids, Black Sheep Press.
Physical	Further adaptation of physical activities, pencil supports, writing wedges (fine and gross motor), use of ICT, Busy Boxes, Cool Kids.
Social, Emotional and Mental Health	What To Do When You Worry Too Much, Socially Speaking, Reward Systems, Family Support sessions, Zones of Regulation. Meet & Greets. Sensory Circuits.

How does the school assess and evaluate the effectiveness and sufficiency of its arrangements and provision for children with SEND?

- **The class teacher or support staff can be spoken to at the beginning or end of the day. The school Special Educational Needs coordinator (SENCo) can meet with parents/carers by prior appointment.**
- **Parent Consultations are held three times a year giving time for sharing progress and discussing the appropriate next steps for your child.**
- **Pupil Passports are reviewed with your class teachers, Special Educational Needs coordinator (SENCo) and your child termly.**
- **External agencies involved with your child are able to visit the school to observe or work with the child.**
- **A rigorous tracking system is in place to monitor your child's progress and attainment.**

How do you ensure that my child or young person stays safe outside of the classroom?

- **All trips and visits are staffed with appropriate ratio of adults to children unless one to one is required.**
- **All areas visited are wheelchair accessible, wherever possible.**
- **Risk assessments are carried out for any activity where there is some form of risk anticipated. Staff may also visit the trip location prior to the school trip for extra information and to make themselves aware of any added support children may require.**
- **In the Early Years, Key Stage One and Key Stage 2 staff are on the door every morning and every afternoon to greet parents and children. This provides opportunity to speak to parents on a regular basis and ensure smooth transition in and out of school.**
- **After school clubs are available for all children in school.**

How will St. Peter's Catholic Academy manage my child's medicine or personal care needs?

- **We follow the requirements of the latest DFE advice (Supporting Pupils at School with Medical Conditions- see policy).**
- **Any medicines that are required to be taken are kept in the school office and parents sign a form to detail when and how they need to be taken.**
- **Any toileting or eating needs are managed sensitively and in consultation with the parents to agree the best approach.**
- **Where a care plan is necessary, staff work with the school nurse, SENCo and family to create the plan and then copies are given to all staff working with the child and displayed in school.**
- **Any child's care plan will detail what should happen in an emergency. In case of a medical emergency, an ambulance is called for and parents contacted.**

What support is available to assist with my child's emotional and social development?

- **We have Mrs Taylor, our Safeguarding Officer and Mrs Hartley, our pastoral support, who are able to offer support both in a supervisory capacity and as someone to listen to your child. This can provide a quiet space and time away from the classroom for your child should the need arise.**
- **If there are significant concerns about the emotional welfare and needs of your child we can also refer to the Child and Adolescent Mental Health Service (CAMHS) who can work with parents and children to try to enable them to move forward.**

What expertise is available at St. Peter's Catholic Academy in relation to SEND?

- **The members of staff all have a wealth of experience and have undergone a variety of training. Training is undertaken to equip staff with the necessary knowledge as the need arises.**
- **Speech and Language Therapist, Educational Psychologist, Specialist Advisory Teachers, Health Care Professionals, Hearing and Visual Impairment support and Special Educational Needs and Disabilities (SEND) Advisors.**
- **Courses on Hearing Impaired (HI), Visually impaired (VI), behaviour management along with relevant training to support interventions.**
- **All staff work closely with you and outside agencies to learn specific skills to support children with additional needs.**
- **All school staff have received updated training on the SEND Code of Practice.**
- **All staff receive regular training and updates on Asthma, Epi-Pen and Epilepsy.**

How accessible is St. Peter's Catholic Academy?

- **The building is wheelchair accessible. There is an accessibility toilet.**
- **Guidance from specialists would need to be sought if specialist equipment is required.**
- **English as an additional language is catered for, staff are available to translate in some languages.**
- **We provide books, posters and culturally appropriate items whenever possible.**
- **The school's Accessibility Plan can be found on the school website.**

How will St. Peter's Catholic Academy prepare and support my child to transfer to their next education setting?

- In consultation with yourself and other agencies involved with your child we will ensure that the appropriate equipment and care will be in place to make entry into the school as smooth as possible.
- Taster sessions can be arranged when you and your child can visit the school to familiarise yourselves with the room and staff, prior to attending.
- For transition, teachers from the receiving school visit the school to meet the children.
- Visits are arranged during the summer term, for the children to go with staff to see their feeder school.
- Review meetings will be held regularly to discuss support that could be offered during your child's transition with the Special Educational Needs coordinator (SENCo), yourselves and all other professionals involved in your child's care. From these, decisions could be made to support children's transition to specialist schools if required.
- Information is shared with the feeder school that is relevant to the transition.
- Any children with English as an Additional Language (EAL) will be supported as they enter the school by qualified staff.
- Parents /Carers who require support with translation will have access to an interpreter through the school and outside agencies.

Current Services/Agencies/Specialists linked to St. Peter's Catholic Academy:

- Our Health 5-19: School Nursing- 0808 178 3374
- Health Visitors: 0808 178 3374
- Speech Therapy based at Cobridge Health Centre- 01782 234484/85
- PSCO- 0300 123 4455
- SENDs Advisor- 01782 232538
- SENMAS- 01782 231863
- Hearing/Vision Impaired Support Team- 01782 232538
- Educational Psychologist- Please contact the School Office

Other Services/Information

- SENDIASS is available to support families. Further information can be found at <https://www.sendiass-stoke.co.uk/> or by calling 01782 234701.
- If you are not happy about a decision or something that is happening in school, please ask to speak to your child's class teacher initially. If you require further assistance then please request to speak to the SENCo. If you are still not happy then you can speak to the Principal or the Academy Committee member for SEND, who will do their best to help you with your concerns.
- You can find the Local Authority 'Local Offer' at <http://localoffer.stoke.gov.uk/kb5/stoke/directory/home.page>

Complaints Procedure

- In the rare circumstance that a parent or carer wishes to make a complaint, please refer to the trust complaints procedure or contact the office to make an appointment to see the principal, Mr. Hodgson.
- [Complaints procedure](#) link