

## **Special Educational Needs (SEN) provision for students at Rokeby School**

As part of the Children and Families Act 2014, Local Authorities are required to publish a 'Local Offer' which sets out support that is available for children and young people with SEN in the local area.

Newham's Local Offer is available on the Newham Website ([www.newham.gov.uk/SENLocalOffer](http://www.newham.gov.uk/SENLocalOffer)) and informs parents/carers about how to access services in their area and what to expect from these services.

Alongside this, schools are required to publish information about their arrangements for identifying, assessing and making provision for students with SEN.

This is the Local Offer for Rokeby School. It describes the arrangements we make that are 'additional' and 'different' for pupils with SEN. This information has been produced together with parents, carers and our young people and will be reviewed annually.

The following information outlines the support and provision students with SEN can expect at Rokeby School.

At Rokeby School :

Our vision is that when our students leave school, they will be fully equipped to take the next step, either into further education or the world of work.

Rokeby will have an outstanding reputation for educating boys to become accomplished, ambitious young men of integrity and resilience who will be ready to make a significant contribution to society.

They will be multi-skilled, numerate, literate and most will be multilingual. They will be financially astute, enterprising, creative, adventurous and keen to play a major part in the communities where they live and work.

They will embody our values: Respect, Success, Personal Challenge, Passion for Learning and Harmony.

**'Dare to be the best'**

### **THE ROKEBY VALUES**

Our core values underpin the whole vision for Rokeby. We aim to promote these values throughout the community through the curriculum, pastoral programme, assemblies, policies and procedures and all other aspects of the work of the school. Click on this link to see the Rokeby values in more detail.

**ALL** students will access:

- High quality teaching and learning
- A differentiated curriculum
- Reasonable adjustments to the environment and equipment for students with disabilities
- Assessment for learning
- Personalised target setting
- After school clubs and educational visits
- Access to careers advice

**SOME** students with additional needs will access:

- Targeted interventions and support matched to their needs
- Individualised target setting
- Personalised progress tracking and assessment of need
- Access to flexible working groups
- Access to additional adult support for specific tasks

A **FEW** students with complex or significant needs will access:

- A personalised timetable
- Access to evidence based specialist interventions
- Access to specialised services and therapists
- High levels of adult support and small group working

This diagram illustrates the school's graduated response to students' needs. It shows the standard offer of teaching, learning and care for ALL students, the additional provision which may be needed by some students and the specialist provision available to the small number of students with significant or complex needs.

For further information contact our SENCo  
 Johanna Galligan  
 Rokeby School  
 020 7540 5620  
[johanna.galligan@rokeby.newham.sch.uk](mailto:johanna.galligan@rokeby.newham.sch.uk)



## Rokeby School Special Educational Needs Local Offer (Sept 2014)

### How does the school know when a student has Special Educational Needs?

Relevant information is gathered during the transition process, from your son's previous school and at the admissions interview. All information relating to SEN is collated and analysed by the SENCo. (Special Educational Needs Co-ordinator)

### What should I do if I think my son may have special educational needs?

If you have concerns then contact the SENCo: johanna.galligan@rokeby.newham.sch.uk.

### Before a student arrives at Rokeby from primary school

- Students are visited at their primary school by the SENCo where appropriate.
- Files and information received at Rokeby from students' previous schools are collated.
- Parents/carers are invited in to Rokeby to meet the SENCo where appropriate.
- All students in Year 6 who are allocated a place at Rokeby are invited to attend a transition day in the summer term.
- An additional transition day is organised for the most vulnerable students.
- Certain students will have a bespoke Transition Plan put in place.
- Our SENCo will attend Annual Review meetings once it is known that a student has secured a place at Rokeby and providing sufficient notice is given by the primary school.

### If a student arrives at Rokeby during the school year

- Files and information received at Rokeby from a student's previous school are collated.
- Parents/carers will be invited in to Rokeby to meet the SENCo where appropriate.
- Students undertake literacy/numeracy assessments.
- The inclusion team are all involved in the induction process and all staff monitor students. If students experience difficulties, appropriate support will be put in place, in consultation with parents/carers.

### On-going support at Rokeby

- We promote a wide range of teaching strategies to enable all students to access the curriculum via differentiation and classroom materials.
- We operate a referral system for staff, students and parents who have concerns about learning needs.
- We closely liaise with the Pastoral team so that a joined up approach is taken to supporting the holistic needs of students.
- A range of in-school provisions are available, such as learning mentors.
- Support is available from a range of local authority specialist teams (see *Services currently accessed on page 5*).

### How does Rokeby support students with SEN?

Once needs have been identified, our SENCo takes responsibility for the management of the provision. They work closely with class teachers and support staff to ensure that students are supported in their learning. At Rokeby we currently offer provision for a wide range of additional educational needs:

- Specific learning difficulties, such as dyslexia
- Global learning difficulties and moderate learning difficulties
- Social, emotional and behavioural needs which affect the education of our students.
- Attention Deficit Hyperactivity Disorder (ADHD)
- Hearing impairment

- Visual impairment
- Physical disability
- Medical conditions which affect learning such as diabetes, epilepsy and asthma
- Students on the Autistic Spectrum (ASD) and those with Asperger's Syndrome
- Speech and language difficulties

### Intervention at Rokeby School

- Subject teachers have access to the SEN register which indicates a student's area(s) of need.
- Teaching staff use a wide range of teaching strategies ensuring that resources and activities are differentiated sufficiently for students to access the curriculum.
- The inclusion team are deployed by the SENCo, where support is required, across the curriculum and offer support under the direction of the classroom teacher within the lesson framework.
- The inclusion team is made up of the Head of Inclusion, the SENCo, one full-time specialist SEN teacher, one part-time specialist SEN teacher, one senior teaching assistant and a team of teaching assistants.
- The students' progress is monitored rigorously enabling support to be adapted as required. The observation and monitoring of students is a continuous process undertaken by all staff.
- Applications for exam access arrangements are carried out by a qualified assessor in years 10 & 11. These applications are then processed by the school Exams Officer.

### How can parents/carers support students?

- All students are provided with a planner which supports communication between staff and parents/carers.
- Students' academic progress is monitored formally on a termly basis. This data enables the inclusion team and curriculum areas to identify where support may be required.
- Any concerns regarding a student's emotional wellbeing, behaviour and school attendance are shared with parents/carers to identify relevant strategies.
- Parents/carers are informed if their son is placed on the SEN register and invited to meet with the SENCo.
- Parents/carers of those students with Statements or High Needs Funding are invited to attend Annual Reviews.
- Parents/carers are invited to attend parent/carer evenings.
- Communication with parents/carers is essential. Therefore, as intervention is planned, they will be informed and, if necessary, invited in to discuss options/strategies.

### Caring for students' overall well-being

At Rokeby we operate a holistic approach to the well-being of each of our students. We have a dedicated team of pastoral leaders who work closely with the inclusion team to ensure students' needs are met.

- The first point of contact is a student's form tutor. Form tutors are supported and managed by a Year Coordinator and are responsible for the day-to-day care of students.
- The Pastoral Team is led by the Deputy Head Teacher, supported by Key Stage 3 and 4 coordinators. The team includes year coordinators, learning mentors, a safer schools officer, the attendance team, student support officers and a community cohesion officer.
- The school nursing team provides a weekly service.
- Rokeby has a safeguarding team led by the Assistant Head Teacher and two designated Child Protection Officers (DCPC). All staff are trained in child protection procedures.
- Rokeby has robust procedures to manage bullying, as outlined in the policy.
- A number of staff have First Aid training.
- A range of staff have received Positive Handling training.

Some students who require extra support may be identified for intervention at the fortnightly RISE (Rokeby Intervention and Supportive Education) meeting involving the Deputy Head Teacher, Head of Inclusion, Inclusion Manager (SENCo), Key Stage Co-ordinators, Year Co-ordinators, Child Protection Officers, Student Support Officers and Attendance Officer. This meeting also extends invites to external agencies each half-term and operates as a multi-agency meeting.

#### What specialist services and expertise are available at or accessed by Rokeby?

Where issues cannot be addressed using in-house resources, Rokeby has access to specialist services and expertise from Newham Local Authority. The local authority organises some services for schools and maintains services agreements with the Health Authority and Children's Social Care in accordance with statutory requirements. In the case of students living outside Newham, Rokeby liaises with the appropriate Local Authority.

#### Services currently accessed

Behaviour Support Service (BSS)  
 Child and Family Consultation Service (CFCS)  
 Child and Adolescent Mental Health Service (CAMHS)  
 Complex Learning Needs and Dyslexia Service  
 Disabled Children and Young People's Service  
 Educational Psychology Services  
 Families First Service  
 Language, Communication and interaction service (LCIS)  
 Occupational Therapy (OT)  
 Physiotherapy  
 School nursing  
 Sensory Service  
 Speech and Language Therapy

#### What training/qualifications do the staff supporting D&SEN students have?

- Two members of staff hold the National Award for SEN Co-ordination.
- Training for all staff is built into staff CPD sessions, twilights and staff development days.
- We have an in-house Continuing Professional Development (CPD) programme which is regularly reviewed and updated according to the needs of our students.

#### How are students with SEN included in activities outside the classroom including educational visits?

At Rokeby we actively seek to ensure that all students are included in activities, including educational visits. Activities that take place outside the classroom are risk assessed and, where necessary, individual students are supported by a member of staff. During the planning of trips, the SENCo is consulted where necessary. Heads of department ensure that visit venues are inclusive. Where necessary, care plans are provided for the trip leader in consultation with parents/carers. An

Assistant Head Teacher oversees the arrangements for all trips in their role as the Educational Visits Coordinator (EVC)

#### How accessible is the learning environment at Rokeby School?

Rokeby School was built in 2010. The building therefore complies with current accessibility legislation. It is spread over two floors and has two lifts.

#### How does Rokeby School prepare and support students who transfer to a new school or to the next stage of their education?

##### *Transition to Key Stage 5*

All students in Year 11 meet with a careers advisor where their future interests are considered and an action plan developed. The Inclusion department supports students, where necessary in these meetings. There are opportunities to visit colleges, receive advice and develop a CV throughout the year. Students are supported throughout the process by a number of activities within school such as Future Pathways Day and work experience.

A small number of students (those with Statements/EHCs or Higher Needs Funding) and their families may access support from Rokeby staff for visits to further education providers. Once a place has been confirmed at a further education provider the Inclusion department liaises with the college to produce a transition plan. This may involve a number of extra transition visits and activities which inclusion staff support and facilitate when necessary.

##### *Transferring to another school*

All relevant documentation is completed by our student support officers. Rokeby transfers the student's file to the receiving school.

#### How is the decision made about how much support individual students receive?

Information from primary/prior schools and our own on-going assessments are used to determine what support students receive and what intervention is necessary. Students are formally assessed 3 times a year. Underachievement is identified through the monitoring of this data. Resources are then allocated within the school according to need. Students with a Statement of Educational Need /Education, health and care plan (EHC plan) or with Higher Needs Funding are provided with the support as outlined in their plan. When any other student is identified as having particular needs, teaching staff are provided with information to enable fully differentiated lesson content.

#### How are parents/carers informed about their son's needs and what support they are receiving?

Rokeby School encourages all parents/carers to attend the usual parent/carer consultation meetings (parents' evenings etc.). In addition to this, the SENCo meets regularly with the parents/carers of students with Statements and Higher Needs Funding. Annual Reviews are held for these students.

Parents/carers are involved in meetings to discuss options and strategies regarding planned interventions for students.

At Rokeby School we aim to work closely and positively with all parents/carers. Parents/carers are made aware of the school's policy of support and are involved in their planning. Parents/carers are consulted about their son's identified needs. The process of review will involve parents/carers at every stage. The wishes of the parents/carers are viewed as a vital element in the information we gather to decide how best we can meet their son's needs.

We hope that parents/carers feel able to discuss any anxieties or concerns with the school so that we can establish an effective partnership. There is a clear procedure for parents/carers to follow if they believe that the school or the LA is not providing the best support for their son. They can also use the advice and guidance of Parent Support Groups available within Newham.

**Who can I contact for further information?**

SENCo: Johanna Galligan

Rokeby School

020 7540 5620

[johanna.galligan@rokeby.newham.sch.uk](mailto:johanna.galligan@rokeby.newham.sch.uk)

The Inclusive Education Link Governor holds regular meetings with the Head of Inclusion and the SENCo.

Date of review: July 2016