

SEND Information Report: Appendix 4

Guidance and Procedures for pupils with SEND during a period of extended school closure: COVID-19 (March 2020)

During a period of extended school closure, the best interests of ALL children must always come first. Children with SEND have, by definition, additional needs which depending on the child could mean a period of school closure is more challenging for them and their parents/carers. Schools are expected to use ‘reasonable endeavours’ to support these children.

This Appendix outlines the systems and arrangements in place to support our children with SEND whilst the situation with COVID- 19 continues.

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Key Contacts

Role	Name	How to contact
Head Teacher	Mrs S James	01332 347595 head@becket.derby.sch.uk
Designated Safeguarding Lead	Mrs D Murphy	01332 347595 dmurphy@becket.derby.sch.uk
SENDCo	Mrs R Varley	senco@becket.derby.sch.uk
SEND Governor	Ms. A Roberts- Nichols	01332 347595 admin@becket.derby.sch.uk

Identification

How are children with SEND identified?

These are the children on the SEND Register who meet the criteria of:

- Targeted SEND Support
- Specialist SEND Support
- Have an Education, Health, Care Plan (EHCP)

Vulnerable children

Are all children with SEND regarded as ‘vulnerable’ children?

Some children with SEND will be identified as ‘vulnerable’ if they fall into one of the following categories:

- Looked After Children (LAC)
- Post Looked After Children (PLAC)
- Pupils who have an allocated Social Worker working at Child Protection (CP) or Children in Need level (CIN)
- Children supported at Team Around the Family (TAF)
- School have been made aware of other difficulties within the home which may make the child more vulnerable

Becket Primary School has a separate set of guidelines outlining the procedures and risk assessments for all pupils identified as vulnerable during school closure.

Attendance and monitoring

Should children with SEND attend school or stay at home?

The general principle is that children should be at home if it is safe to do so. It is not a ‘requirement’ that children with SEND attend school during this period.

Decisions will be made on an individual basis based on a risk assessment of any health and/or safeguarding concerns. For some children, for example those with social, emotional and/or mental health difficulties (SEMHD), autism or social communication difficulties, the significant change of routine may mean it is more appropriate for them to be at home.

All efforts will be made to discuss with and consult the child’s parents/carers.

What about children with an EHCP for whom the provision is very specific?

There are two aspects to consider here.

First, the legal duty to maintain the precise provision as outlined within the Plan has been 'relaxed'. Local Authorities and schools are expected to use 'reasonable endeavours' to support these children.

Secondly, any risk assessment and final decision will take into account:

- The potential health risks to the child
- The risk if some/all elements of the EHCP cannot be delivered
- The ability of the child's parents/carers to ensure health and care needs
- The potential impact to the child's wellbeing of changes to routine or delivery of provision

In consultation with parents/carers, two key questions will be considered:

- 1) Is the child at SIGNIFICANT risk if their EHCP provision and placement did not continue?
- 2) Can their needs be met at home? i.e. they are not receiving personal care from school or their need for personal care can be met in the home

Attendance will be monitored whether a child attends the provision or not. A daily attendance register is kept in school for all pupils attending the provision and this is reported daily to the DFE and the Local Authority.

For children not attending the provision 'Home registers are completed daily using Class Dojo and the level of contact is monitored. Following a 'RAG' rating, risk assessments are completed and robust contact arrangements are made to keep in contact with all vulnerable and SEND children and a record of contact is recorded on the school's safeguarding logs.

Reviews and Assessment

What about Annual, termly SEND Reviews and 'requests to assess'?

- **Annual Reviews:** the obligation to review EHCPs annually remains in place. In reality, this is likely to be impractical. Therefore, a revised timeline will be agreed. If the SENDCo or parents/carers believe the Review is urgently needed in order to amend the provision or placement, the SENDCo will contact the LA EHCP team for assistance to plan and coordinate how best to carry out the Review. The local authority and professionals involved in the plan will decide whether arrangements for a remote review should be made or postponed until all parties are able to meet. The SENDco will then make any necessary arrangements.
- **Termly SEND Reviews:** a revised timeline will be agreed for these Reviews to be undertaken as soon as reasonably practicable following the re-opening of school.
- **Requests for an EHC Needs Assessment:** the statutory requirements remain in place and schools are expected to meet the deadlines set by the LA, although there is likely to be some flexibility to reflect the difficult situation school and parents/carers find themselves in.

Transition

What about transition?

- **Child transferring to a new school:** Once schools have been informed that a child has been admitted to their new school, all necessary and relevant information will be provided as usual and as required as soon as schools re-open. Any reviews/assessments etc. outstanding will be highlighted. The SENDCo or child's class teacher will be available for any additional conversations that may be required to support the transition process.
- **Transition to Key Stage 3:** All transition information for children with SEND will have been uploaded onto the Derby City Transition Portal so that it can be accessed by the receiving school. Becket staff will indicate on the portal where a further conversation would be beneficial to support the transition and contact details will be supplied.
- **Transition within school:** School closure may have delayed the process thereby requiring a different timeline but support arrangements remain the same (see page 27-28 of the SEND Information Report)

Home Learning Packs

- **Learning:** Work Packs will be sent to all children weekly via the school website and Class Dojo. Where parents are having difficulty accessing this work packs will be posted. These will be differentiated to meet learning needs.
- **Social, emotional and/or behavioural needs:** see below
- **Children with Individual Education/Behaviour Plans (IEPs/IBPs) and or EHCPs:** all reasonable endeavours will be made by the child's class teacher working with the SENDCo to provide work/activities which meet individual targets as outlined in their IEPs/IBPs.

Specific intervention programmes will be resumed and completed, if timely and appropriate, when school re-opens.

Support for social, emotional and/or behavioural development:

Becket Primary School understands that children's social and emotional development is particularly at risk within the current national climate and period of school closure.

In addition to the Learning Packs, information and resources to support emotional health will be sent out on Class Dojo with links to the school website. The Work Packs will also include links to emotional health and well-being where and when relevant. This will include resources which may help children and parents talk about, understand and cope with the need to stay at home, self-isolation and social distancing measures.

For all parents/carers, key contact details are available on the school's website and parents/carers can also contact their child's class teacher directly via Dojo.

If necessary, Becket Primary School will signpost parents to other professionals, who may be able to support them and their children at this time, particularly the Educational Psychology Service. The school will also share parent and child-friendly leaflets with links to mental health and wellbeing support strategies and agencies.

Support from other professionals

Becket Primary school will continue to maintain contact with other professionals already working with children with SEND during this period of school closure. This will include the Specialist Teaching and Educational Psychology Service (STEPS), health and social care staff. Information shared by these services including resources will be available on our website or communicated with parents via Class Dojo.

Communication with teaching staff and the SENDco will be maintained via Class Dojo so that additional guidance and support can be offered if necessary.