



Bishop Challoner
Catholic Secondary School

Bishop Challoner Catholic Secondary School Walk with Me – The School SEN Offer

This document has been created to inform parents of the SEN provision in place at our school
All information provided is correct at time of publishing.

Welcome

Bishop Challoner is a Voluntary Aided Catholic Secondary School

It promotes and supports the well-being, learning, progress and achievement of those with special educational needs at their transition into Bishop Challoner, during their time at the School and as they move onwards.

It focuses on the needs, aspirations and engagement of young people with learning difficulties and/ or disabilities and their families

Its policies reflect the priorities and values of the school, which endeavours to generate a loving, inclusive, educational environment for all, as set out in our Mission Statement, that

‘We are all children of God and equals before Him’.

The school’s motto challenges every individual to excel in all aspects of school life:

‘Sanctity is found by doing ordinary things in an extraordinary way’ Bishop Richard Challoner (1691-1781).

Primary School and Transition Links

My Child	Bishop Challoner
My child is in Year 5/ 6 and has Special Needs:	<ul style="list-style-type: none"> • If your child has a Education Health and Care Plan or complex needs, come and speak to the SENCO, Mrs Julie Cottam. Please contact us Tel 01256 462661 Email julie.cottam@bsc.hants.sch.uk. • Your child’s Primary School could invite Mrs Cottam to the Year 5 and Year 6 Annual Reviews and to any IPA meeting before transfer to Bishop Challoner. Feeder primary schools should do this automatically , for other schools you may need to request this contact. • In the Summer Term of Year 6, a member of the SEN Team visits the SENCO at your child’s school and SEND information about your child is passed on to them. • Your child will be invited to Induction Day when he/she will spend a day in their future tutor group where there will be teaching assistants on hand as well as a few current students to help the day run smoothly. • Additional visits can be arranged and agreed between schools according to your child’s needs. • Parents of Year 6 are invited to a New Intake Parents’ Evening in the Summer Term . • Bishop Challoner holds an Open Evening during September where prospective parents are able to look at what is offered by the college. There will be an opportunity to come and speak to the Learning Support Team.
My child is on the SEND Register in Year 6:	<ul style="list-style-type: none"> • The Primary School SENCO will inform our SEN Team whether your child still has SEN needs by the end of Year 6. If your child has made great improvement, she/he will be off the register by the beginning of Year 7. • If your child’s needs are still present by the end of Year 6, your child will automatically be placed on the SEN register in Year 7 in line with the New Code of Practice (September 2014). • The SEN register is reviewed regularly. When your child’s needs are above the criteria set by Hampshire Authority, she/he will be removed from the register. However, your child will continue to be monitored , the description of his/her needs remains in the school’s Directory of Need to be supported as necessary through effective quality first teaching. You will be notified of this process.
My child is in Year 6 and has access to Outside Agencies:	<ul style="list-style-type: none"> • Teacher Advisors for Hearing Impaired (HI) / Visual Impaired (VI) / Physical Disability (PD) will continue working with your child at Bishop Challoner • Educational Psychology Services will continue if your child still requires their input. • CAMHS will carry on working with your child. • NHS Physiotherapist will carry on working with your child • Occupational and Speech Therapy will stop in Year 6 but will oversee transition at the start of Year 7 – however the Teacher Advisors for Communication and Language (CAL) may begin to work with your child.

My Child	Bishop Challoner
My child has Special Needs and is starting Bishop Challoner in Year 7:	<ul style="list-style-type: none"> • Your child’s needs are recorded and kept on file at Bishop Challoner. Teachers and support staff have access to this information, protocols with regard to confidentiality are rigorously adhered to. • If your child has complex needs, more detailed information will be available to teachers on the college’s internal network . • Bishop Challoner has a team of Learning Support Assistants with a wide range of experience and expertise who will support your child through the first few weeks and, if necessary, throughout their time at Bishop Challoner. • All Year 7 students take CAT tests in early September and regular reading for comprehension tests during their first year. • Student Leaders Yr 11 and Student Mentors Yr 10 also provide a range of support for Year 7 student via a variety of programmes : Paired reading scheme, Homework Buddies, Well-being Mentors , Anti Bullying Ambassadors
My child with SEND is starting Bishop Challoner, but not at the start of Year 7:	<ul style="list-style-type: none"> • You will be invited during your first school visit to meet the SENCO and / or relevant Head of Year • Your child’s needs will be recorded and made available to staff via the school’s Directory of Need. <ul style="list-style-type: none"> • Your child may also be added to the SEN Register, if his/her needs meet the Hampshire guidelines. • The SEN register is reviewed regularly. When your child’s needs are above the criteria set by Hampshire Authority, she/he will be removed from the register. However, your child will continue to be monitored , the description of his/her needs remains in the school’s Directory of Need to be supported as necessary through effective quality first teaching. You will be notified of this process. • Your child may take a reading test and spelling test as soon as possible. The results will be passed on to teachers. • Your child’s previous school should share important documents and information, this will aid a smooth. successful transition to Bishop Challoner.
My child has Special Needs and is leaving Bishop Challoner:	<ul style="list-style-type: none"> • If your child moves to another Secondary school, Bishop Challoner will send records and documents to the new school • Your child’s SEN information will also be passed on to his/her next school or college. Mrs Cottam is available to speak to relevant staff at the new school if necessary. • If your child is moving to college, Bishop Challoner will keep their records securely until your child is 25 years old. After that date, all records will be shredded in accordance with current statutory guidelines

SEN at Bishop Challoner

My Child	Bishop Challoner
<p>How does Bishop Challoner help my child with Special Needs?</p>	<ul style="list-style-type: none"> • At Bishop Challoner we currently have pupils with the following needs on our register: Cognition and Learning, Communication and Interaction, Sensory and Physical Disability, Social , emotional and Mental Health • All students are expected to fully engage with the wider life of the school following 'The Challoner Way' initiatives. All students are supported in reaching their full potential due through the 'Walk with Me' ethos which is shared by the whole school community. • All teachers are informed of pupils' needs in September via the Directory of Need – this includes pupils with complex needs on the SEN Register. • Teaching and support staff receive training in SEN to update or enhance their skills. Training varies every year according to identified training needs of teaching and support staff. • All teachers adapt their lessons so that your child can access the work via quality first teaching. •The school has a Specialist Literacy teacher part time, to plan and deliver a range of 1:1 and small group support to students with specific needs. • A team of Learning Support Assistants is deployed to help pupils with SEN, especially for pupils with a Statement of Special Educational Needs/Education, Health and Care Plan (September 2014). When there are a number of pupils requiring help in the same class, the LSAs help each pupil in turn. • The SEN Department offers a range of Intervention Programmes to address the varied needs of pupils. These include Reading, Spelling and Mathematics programmes; One to One work for pupils with general learning needs and specific learning difficulties and work for self-esteem and social skills. Most of these interventions occur in the extended registration period at the end of the day – minimising disruption to the curriculum and promoting inclusivity. • In early Year10 , SEN pupils are formally tested to see whether they qualify for support during their GCSE exams. Some pupils have access to a reader, extra time, or word processors, for example. However, there are systems in place for students to trial these access arrangements at KS3 in order to develop confidence and techniques during internal assessments. • Word Processors are available for those pupils with hand injuries. • Some students may have access to a word processor for written work in class. This will be determined by the SEN Department after relevant tests are completed. •The Chaplain is always at hand to offer help, counselling or guidance to students, staff and parents. As a faith school we also endeavour to support your child's spiritual and moral development. • The Matron keeps medicines in locked cupboard, including insulin, Epipens and inhalers. Pupils can come to the Medical Room when necessary to take medicines. When pupils are too unwell to stay in school, parents are contacted to arrange collection. All staff receive annual training in the use of Epipens and Inhalers.

My Child	Bishop Challoner
<p>How does Bishop Challoner help my child with Special Needs? (cont.)</p>	<ul style="list-style-type: none"> •The school site has monitored access throughout the day. It is maintained in order to make sure it is safe and accessible for pupils with a Visual Impairment or Physical Disability. • Bishop Challoner has one governor responsible for SEN - at present Mrs K Webb. • The SEN Policy is drafted and approved by governors. They keep aware of SEN matters by regular updates and reports from the SEN Department and by visiting the school once a term. •All vulnerable students are identified and monitored carefully. Bishop Challoner currently has a number of trained designated safe guard leads known and accessible to staff and students Mrs Pippa Wingham Assistant Head Pastoral is currently Designated Safeguarding Leader. All school staff are trained in accordance to current Safeguarding standards.
<p>My child is struggling but has never been diagnosed:</p>	<ul style="list-style-type: none"> • If you have any worries about your child, you can raise your concerns by contacting the SENCO, Mrs Cottam or your child's Tutor, on 01256 462661. These concerns will then be addressed by the Learning Support Department. • The Learning Support Department, in consultation with your child's teachers, investigates the needs of pupils using a range of tests. There is a waiting list for such testing but our aim is to complete tests within a few weeks. In order to proceed, we request your approval first and contact you for a meeting upon results. • For a formal diagnosis of a particular condition school is able to sign post a relevant. School can offer a variety of informal screening processes to aid and support learning effectively.
<p>My child is very anxious:</p>	<ul style="list-style-type: none"> • Anxious and vulnerable students known to us will seek support from a network of people on a daily basis – their Tutor, Head of Year, Chaplain, Matron, LSAs or a student leader . •In the event of a sudden concern/issue, contact the school by phone or accompany your child to school; the school receptionist will then help and arrange on going support with the necessary staff. • To help some students cope with difficult situations the school has trained ELSAs and FIEPS counsellors who offer support in these circumstances, they may use a Social Story to help pupils understand what is going to happen at the start of the school day/year, or on a trip, for example. • At lunchtime there is Chill'n'Chat' club supervised by staff , or also 'The Lounge' for anxious and vulnerable students who can play cards, board games or chat in an adult supervised safe environment supported by our trained Well-being mentors- KS4 volunteers.
<p>How does Bishop Challoner help SEN students to achieve success after leaving our school, e.g. higher education, employment and independent living?</p>	<ul style="list-style-type: none"> • In Years 10 and 11, some students have the opportunity to attend other colleges, such as Queen Mary's Sixth Form College or Basingstoke College of Technology to follow various academic or vocational courses. • Students who have an Education Health and Care Plan will have a planned support package ready to engage on arrival at the selected Further Education College. The SEN Personal Advisor who attends the Annual Review in Year 11 along with representatives from the chosen colleges will facilitate this process by negotiating clear aims and objectives to be included in the EHCP following this review.

Parental Involvement

My Child	Bishop Challoner
<p>How does Bishop Challoner help SEN students to achieve success after leaving our school, e.g. higher education, employment and independent living? cont,....</p>	<ul style="list-style-type: none"> • Students with needs who have been supported throughout KS3 and KS4 who are on the SEN register or any vulnerable students will also have Transition Planning arrangements made as necessary. • Bishop Challoner has good links with a range of local colleges and has a varied programme of 'Taster Days' and curriculum visits to help with the move to college • A range of more vocational BTEch courses are now available as a part of the GCSE curriculum offered at Bishop Challoner – for Example Travel and Tourism, Health and Social Care
<ul style="list-style-type: none"> • My child has SEND. How can I help? 	<ul style="list-style-type: none"> • As a parent, you know your child best. If your child is new to Bishop Challoner, arrange a meeting with Mrs Cottam, SENCo or the relevant Head of Year. Tel. 01256 462661 to discuss your child's needs. • If your child ever worries about school, is anxious about a subject or is struggling at school, please speak to someone in SEN Department. You can also use the following email: julie.cottam@bcs.hants.sch.uk • Your child will have a school journal for communication between home and school. Journals will be checked regularly by your child's tutor and yourselves to exchange key information. Other avenues of communication and information which will enable you to be fully informed and support your child's learning and involvement at school are: <ul style="list-style-type: none"> ▪ School Text message system ▪ School Website ▪ Show my homework on line system ▪ GCSE pod/ My Maths /Linguascope And other electronic study media. • You can help your child with homework by making sure they understand what they have to do and checking that they keep to deadlines. A detailed outline of homework tasks is available via Show My Homework web site. • You can help with organisation by making sure your child has the correct equipment and uniform before getting to school. • You can help with reading by encouraging your child to read for pleasure. • Inform the school of any change in circumstance or need which may impact your child's potential to learn asap..
<ul style="list-style-type: none"> • My child has SEN. How will I get involved in school? 	<ul style="list-style-type: none"> • If your child has a Education, Health and Care Plan, Mrs Cottam should be invited to your child's annual reviews in Years 5 and 6. She will then lead the subsequent Annual Reviews. • You will be invited to regular reviews (at least annually) at Bishop Challoner. • Each year group have a Parents' Evening , during the spring or summer term, to provide an opportunity to discuss your child's progress with individual subject teachers. In the Autumn terms there are opportunities to meet with Heads of Year and /or tutors who will give an overview of progress. The SENCo is available at all these events if you need to discuss concerns about SEN. <p>In accordance with the school's marking policy targets are regularly set by all subject tutors so that learners are able to progress through next steps of their learning to ensure significant levels of progress are made by all.</p> <ul style="list-style-type: none"> • You are welcome of course to contact the SEN Department at any other time or make an appointment if you have concerns. • Bishop Challoner has an active Friends' Association who run a diverse calendar of events, you may find involvement with this group rewarding and an invaluable source of support for your journey at the school.