

Manchester's Local Offer

What is the Local Offer?

The Local Offer is published as part of the special educational needs and disability (SEND) reforms included in the Government's Children and Families Bill (2013). The Local Offer will:

- Give you information about education, health and care services
- Give you information about leisure activities and support group
- Hold all the information in one place
- Be clear, comprehensive and accessible
- Make service provision more responsive to local needs
- Be developed and reviewed with service providers and service users.

Who is the Local Offer for?

The Local Offer is for:

- Children and young people with SEN and/or disabilities (SEND) from 0-25 years
- Their parents and carers
- Practitioners and professionals. How will the SEND Local Offer help me?
The Local Offer will:
 - Make it easier to find out what you need to know
 - Help you to find information when you need it and to be less dependent on other people to do this for you
- Help you to find the nearest and most suitable services
- Help you to ask the right questions
- Help you to provide feedback about what is needed, raise concerns or make a complaint.

What makes the Local Offer different?

The Local Offer is more than a directory. It brings everything into one place and has been developed with parents/carers children and young people. It will help you identify the right services for you by giving clear information about who can access services (eligibility criteria) and how to access services.

The local Offer for Manchester can be found on the Manchester City Council website: www.manchester.gov.uk



Our Lady's RC Primary School's Offer

How does the school know if children need extra help and what should I do if I think my child may have special educational needs?

- All pupils are tracked in English and maths throughout the school year. Progress of each child is rigorously monitored. If there are any concerns regarding progress additional support or intervention may be provided depending on the need of the individual child.
- Additional support or intervention is individual to the child's needs.
- Progress of the child continues to be monitored and evaluated by the class teacher, SENDCo and the Head of School.
- Any new children joining our school will be assessed in a variety of different ways and information from a child's previous school will be sought.
- If you think that your child has special needs and this has not already been identified by the school, then an appointment can be made to see your child's class teacher or a member of the Inclusion team.

How will school staff support my child?

- The SENDCo regularly meets with teachers and school staff to discuss SEN issues, this includes the progress of all children with SEN.
- Individual Support Plans are written for children and their targets are reviewed 6 times a year by the class teacher and a member of the Senior Management team.
- Class teachers, support staff, parents and children are involved in the setting and reviewing of targets within the Support Plan.
- Parents will be invited to review meeting to discuss their child's progress and to set new targets.
- Parents are able to meet with the child's class teacher, and/or SENDCo, should they wish to discuss their child's needs at any point during the school year.

How will the curriculum be matched to my child's needs?

- At Our Lady's we know that all children learn in different ways. Therefore, all teachers plan lessons which take this into consideration. Lessons are planned to suit the learning needs of all children.
- In order to support children the curriculum is delivered in a variety of ways. All lessons within school are differentiated in order to support the needs of all children.
- Small group and individual support is offered to children whom we feel would benefit from this.
- We understand that children learn at their own pace so we closely monitor progress using Individual Educational Plans and the schools robust tracking system.
- Advice can be given to parents/carers relating to how they too can best support their children.

What support will there be for my child's overall well-being?

- All children at Our Lady's are supported in terms of their overall well-being.
- Children know they can talk freely to any adult within school about any issues that are concerning them.
- We have a Pastoral manager who oversees specific interventions that support emotional development. These are individually matched to a child's need.
- A wide variety of listening systems are in place should children need an adult to talk to; Caritas school social worker, can be applied for to support any child and their family
- For children with a very specific need we can offer additional counselling
- Visiting groups/speakers are invited into school to promote health, safety and well-being issues amongst the children.
- Play leaders, Forest school and lunchtime activities offer support for all children and encourage teamwork and friendship building.
- Our Lady's RC Primary School, has a variety of school councils which ensures that the views of all children are listened to.
- If children require medication to be administered during the school day, a plan will be put into place.

- If your child has specific toileting requirements an Intimate Care Plan will be put in place.

What specialist services and expertise are available at, or accessed by the school?

- Our Lady's can access specialist support from special schools for children with Social, Emotional and Behavioural Difficulties, children with learning difficulties and children with a diagnosis of Autistic Spectrum Disorder.
- The school has strong links with The Grange School , Bridge Lea Pupil Referral Unit and The Winnicot Centre at St Mary's Hospital.
- The school receives support from One Education, Educational Psychology Service and the Speech and language Therapy Service(NHS).
- School staff are trained in a variety of specialist areas such as Autism, Dyslexia and Communication difficulties.
- Staff can access expertise of teachers from other schools in their Primary Partnership, especially Holy Name RC Primary School.

What training do the staff supporting children and young people with SEND receive?

- The SENDCo attends Local Authority Briefings to keep up to date with any legislative changes in SEN.
- The Senior Management Team, teaching staff and support staff can access training through a variety of commissioned providers as well as from the local Catholic school partnership.
- All staff in the school receive training to meet the needs of all the children attending the school at any point in time. Examples of training includes behaviour management, specific ASD, ADHD, Dyslexia and Dyspraxia training. Communication Trust training and In house training from SALT(Speech and Language team)
- Staff are also trained to deliver specific mathematics and Literacy Interventions to support the learning of children with cognitive difficulties.

How will my child be included in activities outside the classroom including trips?

- Where possible, provision will be made for all pupils to access all area of the curriculum including extra- curricular activities.
- We will always contact you before a planned activity, if we think your child may require additional support to meet required health and safety standards.
- This may involve a specific risk assessment being completed to identify any additional support needs your child may have to ensure full participation.

How accessible is the school?

- Our Lady's School is accessible and children or adults with mobility issues are able to move around and access all areas of the school.

How will the school support my child to join the school and how will the school support my child in transferring to the next stage of education?

- When considering a place at Our Lady's you are encouraged to contact the school and make an appointment to meet with a member of staff to discuss any issues.
- You will be invited to look around the school and meet with a senior member of staff.
- We will contact and Early Years settings, or other school your child has attended to gather information about their needs.
- We will contact any specialist services that support your child and if appropriate invite them to a Team Around the Child meeting (TAC meeting) at school to ensure that we are all working in partnership to achieve the best outcomes for your child.
- We support pupils moving to new settings and Key Stages by making opportunities available to them to attend the new setting wherever possible.
- We develop a transition plan in partnership with you, your child, the new setting and specialist staff supporting your child to ensure that they enjoy a smooth transition. This may include transition books, photographs etc.

How are the school's resources allocated and matched to a child's or young person's special needs?

- The school's SEN budget is allocated to meet the needs of the children on the SEN register
- The progress and attainment of all children is tracked and resources are allocated according to need. Resources include physical resources as well as human resources eg staffing and support from services.
- The SEN budget is used to ensure that school staff are qualified and trained to support your child and to purchase specialist help if needed. For example: One Education Educational Psychologist, Caritas, behaviour support.

How is the decision made about what type and how much support my child receives?

- At Our Lady's we constantly monitor and review all children's progress. Class teachers record any concerns they have regarding children.
- Discussions then take place with the SENDCo about next steps. Parents will be kept fully informed of the process.
- A meeting will then be arranged with the class teacher and parents to discuss the next steps.
- Parents will be invited into school to set targets within a Support Plan.
- Parents will have the opportunity to ask questions and seek clarification if they so wish.
- If your child requires additional specialist support we will discuss with you pathways to more specialist support and seek your permission for this to take place.

How are parents involved in the school?

How can I be involved?

- Our Lady's warmly welcomes parental involvement in school life.
- Throughout the year we have themed weeks that parents are encouraged to be involved with such as Africa week, St Patrick's celebrations, celebrating diversity week.
- We welcome parents who wish to support reading school.
- Parents of children with EHCP are invited to regular review meetings.

- Parents evenings and SEN Review meeting are held throughout the year. These meetings provide opportunities for parents/carers to meet with class teachers to discuss progress, review support plans and set new targets.
- We are happy to offer individual appointments to discuss specific issues with you about your child's progress.
- We encourage parents/carers to contact school and arrange an appointment if they are worried or concerned about any aspect of their child's learning or development.

Who can I contact for further information?

Head of School: Mrs Ward 0161 226 2767

SENDCo : Mr Regan 0161 226 2767

If you require more information about our school, please go to our school website: **www.ourladys-pri.manchester.sch.uk**

If you would like to talk to a member of staff please contact your child's class teacher, a member of the Inclusion Team or the Head of School.