St Luke's SEND Information Report

St Luke's Primary School, like all schools in Islington, is committed to meeting the needs of all pupils including those with special educational needs and disabilities (SEND). Our expectation is that children and young people with SEND will receive an education that enables them to make progress so that they:

- achieve their best
- become confident individuals living fulfilling lives
- make a successful transition into adulthood, whether into employment, further or higher education or training

We will use our best endeavours to make sure that a pupil with SEND gets the support they need – this means doing everything we can to meet the pupils special educational needs.

About this Information Report

This report answers some of the most frequently asked questions about the school and special educational needs. The format and information in this report has been developed through:

- consultation with local parents and carers by Islington Council in April 2014
- ongoing feedback from parents and carers and school staff at St Luke's Primary School

We will review and update this information report regularly to reflect changes and feedback. The date for the next annual review of this report is September 2026.

If you need any more information please see our SEND Policy or contact Rebecca Wieckowska on 0207 253 3880.

Frequently Asked Questions

1. What kinds of Special Educational Needs (SEND) does the school cater for?

St Luke's Primary School is a mainstream primary school and welcomes children and young people with SEND in one or more of the following areas:

- **Communication and interaction**
  e.g. speech, language and communication needs (SLCN) Autism Spectrum Condition (ASC)

- **Cognition and learning**
  e.g. Specific learning difficulties (SpLD), moderate learning difficulties (MLD), severe learning difficulties (SLD) global developmental delay, dyslexia, dyscalculia and dyspraxia, profound and multiple learning difficulties (PMLD)

- **Social, emotional and mental health difficulties (SEMH)**
  e.g. attention deficit hyperactive disorder (ADHD), depression, eating disorders, attachment disorder

- **Sensory and/or physical needs**
  e.g. vision impairment (VI), hearing impairment (HI) or a multi-sensory impairment (MSI) or Cerebral Palsy (CP) epilepsy {Note – the building is fully accessible to pupils with mobility difficulties. See section 6}

- **Medical needs**
  Where pupils have medical needs and special educational needs, we will plan and deliver education provision in a co-ordinated way with their healthcare plan if they have one. We will also follow the statutory guidance on supporting pupils at school with medical conditions.

2. What are the school's policies for the identification and assessment of pupils with special educational needs (SEND)?

All of our teachers teach children with SEND. All of our staff recognise the importance of identifying SEND early and making effective provision quickly. The identification and assessment of SEND is built into the schools approach to monitoring the progress of all pupils.

We assess each pupil's skills and levels of attainment when they first come to the school. This builds on the information from the child's previous early years or school where appropriate, and provides us with information we need to monitor their progress. It also ensures that we discover any areas of difficulty early on. Where children already have their SEND diagnosed or identified we will work closely with the family and our partners to make sure we know as much as possible about the child before they start at the school.

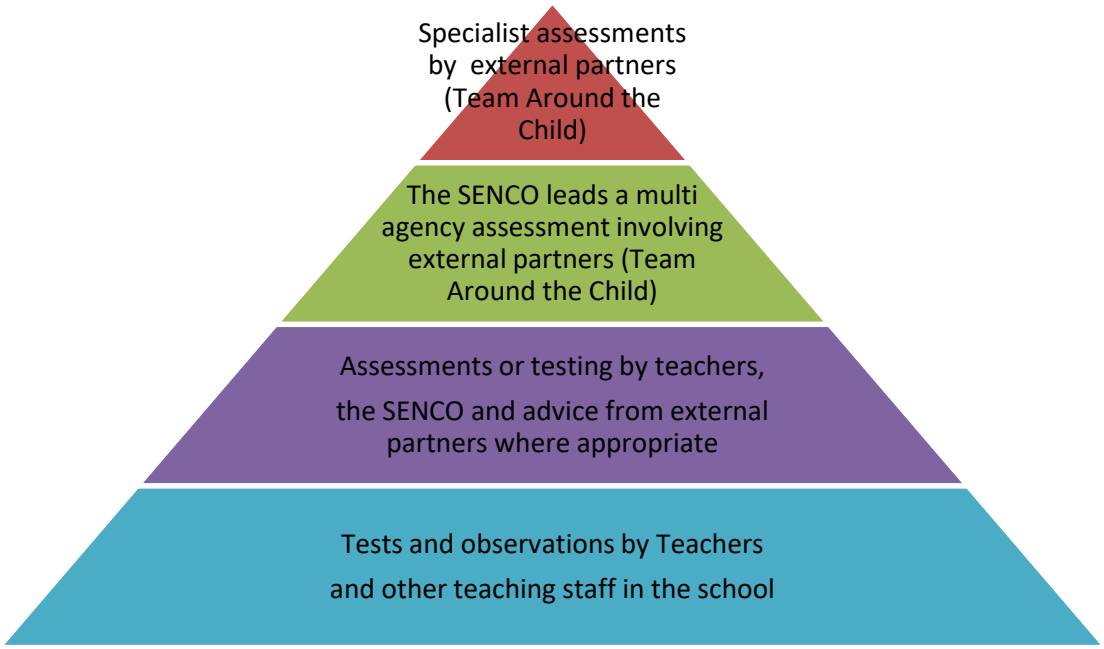
Teachers are supported by the Senior Management Team to regularly assess pupils' progress. This helps us to see any pupils whose progress:

- is significantly slower than that of their peers starting from the same baseline
- fails to match or better their previous rate of progress
- fails to close the attainment gap between them and their peers

Where assessments show that a child is not making adequate progress, our first response is to make sure there is high quality teaching in place. There is a maximum number of 30 children in every class with 5-10 pupils on average with special needs. Making high quality teaching normally available to the whole class is likely to mean that fewer pupils will require additional support. The Senior Management Team meet termly with every teacher for a Pupil Progress Meeting where the progress of all children is discussed. If a child is not making sufficient progress they will be identified and appropriate intervention will be arranged.

If their progress continues to be slower than expected the teacher will work with the family and the SENDCo to carry out a clear analysis of the child's needs and identify if they need additional support. There can be many reasons why a child doesn't make the progress expected of them – perhaps there has been a significant change in family circumstances such as a new baby, a move of home, or the death of a relative. Or perhaps because they have a special educational need.

The school uses a range of different assessment tools and systems to help identify and assess pupils with SEND. The tools and assessments gradually draw upon more frequent reviews and more specialist expertise to understanding SEND and match interventions to the SEND of pupils. They are summarised in the diagram below:



When considering if a child needs SEND support the school takes into account:

- the pupil's previous progress and attainment

- the teacher's assessment and experience of the pupil
- the pupil's development in comparison to their peers and national data
- the views and experience of parents
- the pupil's own views
- advice from external support services, where appropriate

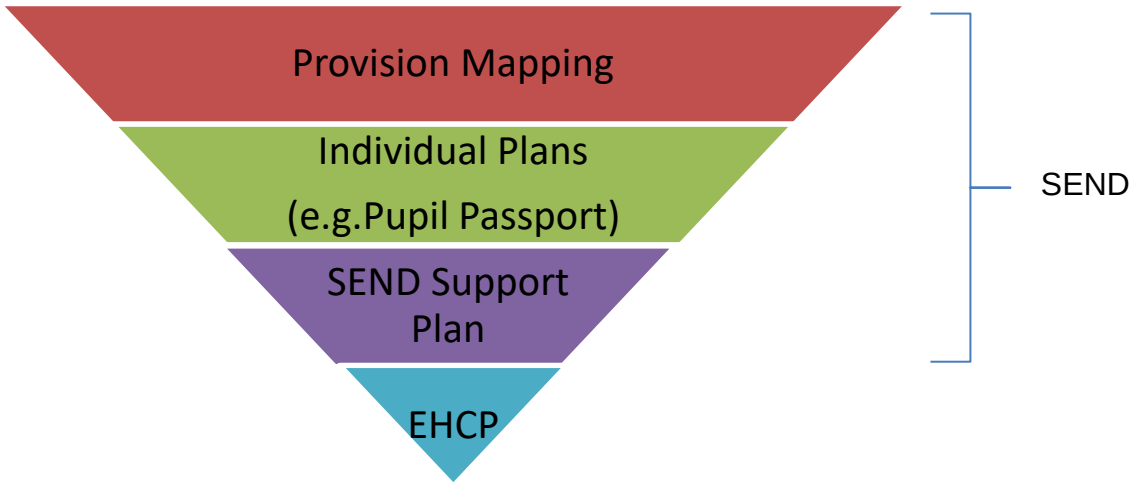
Further information is set out in our SEND Policy.

3. What are the school's policies for making provision for pupils with special educational needs (SEND), whether or not pupils have Education Health and Care Plans?

Most of our pupils with SEND have their needs met as part of high-quality teaching. This may include teachers adapting what they do and having different approaches to meet different learning styles, personalised learning arrangements for different pupils and a range of interventions normally provided by the school.

If a pupil is identified (through the assessment process above) as having special educational needs, their teacher and SENCO will consider everything we know about the pupil to determine the support that they need and whether it can be provided by adapting the school's core offer or whether something different or additional is required.

Where provision for SEND is needed, we work with pupils and their families to plan what to do. This usually includes writing a plan of action using one of the SEND planning tools we have available to use. The tools we use are summarised below.



Provision Mapping: A document that is used to capture targeted and specialist interventions that will be 'additional to' and 'different from' the usual curriculum.

Individual Plan / SEND Support plan - A document containing a 1-page profile and an action plan listing the goals and provision to meet the SEND.

Education Health and Care Plan (EHCP): Where the school has done everything it can to identify, assess and meet the SEND of the child and they are still not making the expected progress, the school or parents may consider requesting an Education, Health and Care assessment. These plans are issued by the Local Authority and the process for requesting an EHCP assessment in Islington can be found on the Council's Local Offer website. www.islington.gov.uk/localoffer

Education Health and Care Plans are issued by the Local Authority where necessary and are used by the school to plan SEND provision for children with severe and complex needs. The EHCP includes:

- a detailed profile of the child, their strengths and aspirations for the future
- any education, health and care needs they have
- the goals or outcomes for the pupil agreed by the family and professionals for the next phase of their education
- any education, health and social care provision in place to meet their needs

The EHCP includes a detailed annual support plan/action plan. This plan sets out the goals for the pupil for the next year, and the activities that everyone supporting the child will put in place to support them.

The following table shows the number of pupils with additional needs in the school in September 2025 and the type of tools we use to plan SEND provision:

SEND Planning Tool	Number of pupils
Provision Mapping	93
SEND Support Plan	43
Education Health and Care Plans (EHCP)	14

a) How does the school evaluate the effectiveness of its provision for SEND?

The quality of teaching is the most important factor in ensuring all pupils make progress. We regularly review the quality of teaching in the school and ensure that teachers are able to identify how individual children learn best and what support they need.

We test the effectiveness of our SEND provision by checking pupil progress and to see if the agreed goals and outcomes for a pupil are being met. Where professionals from health or social services are involved with the child we will ask for their help to inform and review progress, to make sure that all those supporting the family are working together effectively.

The teachers work with the SENDCo, the parents and the child to make sure any SEND support is adapted or replaced by another approach if it is not being effective.

The SENDCo and the head teacher report regularly to Governors on the quality of SEND provision and the progress towards outcomes being made by pupils with SEND. Governors also consider the attainment data for pupils with SEND and compare it with the progress of other pupils and the progress of pupils in similar

schools. This helps to ensure that the approaches used to meeting SEND are based on the best possible evidence and are having the required impact on progress.

b) What are the school's arrangements for assessing and reviewing the progress of pupils with SEND?

Every pupil in the school has their progress reviewed regularly and this information will be shared with both parents and pupils. We provide an annual report to parents on their child's progress, normally at the end of the school year.

Where a pupil is receiving SEND support, we do our best to provide feedback to parents more regularly. We sometimes use home school books to give daily feedback on how a child has been at school that day. We also contact parents by phone or email where we have specific feedback or need to discuss specific achievements, concerns or observations. We also have a parents meeting three times each year and a child with an EHCP is entitled to an additional Annual Review meeting.

Annual reviews are usually led by the SENDCo alongside the teacher who has good knowledge and understanding of the pupil's needs and attainment. Reviews normally last about 1 hour, although this can vary if there has been good progress, the child's needs have changed or the review involves a range of different professionals. We always aim to allow sufficient time to plan effectively.

Annual reviews involve the pupil, the family and other professionals where this is appropriate. They are used to:

- discuss what is working well and not working well
- find out if the SEND provision has been delivered as planned
- review the pupil's progress towards their goals and longer term outcomes
- discuss and agree clear outcomes for the future
- discuss and agree the support needed
- share advice and information on the things that parents can do at home to reinforce or contribute to their child's progress
- identify the actions needed to meet the agreed outcomes, the responsibilities of the parent, the pupil, the school, the local authority and other partners.

A record of the outcomes, action and support agreed through the discussion is then shared with all the appropriate school staff and the pupil's parents.

When the school has an Ofsted inspection the Inspectors take a particular interest in the progress of pupils with SEND. The school's most recent OFSTED inspection can be found on our website.

c) What is the school's approach to teaching pupils with SEND?

All pupils, including those with SEND, have access to a broad and balanced curriculum. Teachers plan lessons carefully and think about the wide range of

different needs in their class and use the information from assessments and progress reviews to set targets which are deliberately ambitious to encourage pupils to aim high. Teachers plan their lessons with the SEND of pupils in mind, which means that most pupils with SEND and disabilities will be able to study the full national curriculum along with their peers.

Teaching staff always aim to match the work given to pupils with their ability to do it. School staff such as Teaching Assistants, Learning Mentor and other more specialist staff, may be directed to work with pupils, in pairs or small groups and sometimes individually.

The type of SEND support provided is based on reliable evidence of what works. We are careful to avoid the over reliance of individual support for pupils as evidence shows that in many cases this prevents them becoming independent learners.

The SENDCo, supported by the Senior Management Team ensures that staff have sufficient skills and knowledge to deliver the interventions that pupils need.

d) How does the school adapt the curriculum and learning environment for pupils with SEND?

We are committed to meeting the needs of all pupils including those with SEND. We have a duty not to directly or indirectly discriminate against, harass or victimise disabled children and young people. We make all reasonable adaptations to the curriculum and the learning environment to make sure that pupils with SEND are not at a substantial disadvantage compared with their peers.

We work closely with families and partners to work out what disabled children and young people might need before they start with us, and what adjustments we might need to make. We discuss with families what we can do to adapt the curriculum and/or the building as necessary, and in order to getting additional resources and support.

Teachers will be supported by the SENDCo to assess, plan and adapt the curriculum to meet the needs of pupils with SEND. This may also involve working with outside partners. For example we might need to:

- Provide visual resources to support learning
- rearrange the layout of the classroom
- create a quiet area in the school
- buy specialist resources like ICT software, Sensory aids, etc

In considering what adaptations we need to make the SENDCo will work with the head teacher and school governors to ensure that the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements. A link to the Equality Act 2010 can be found here: http://www.legislation.gov.uk/ukpga/2010/15/contents

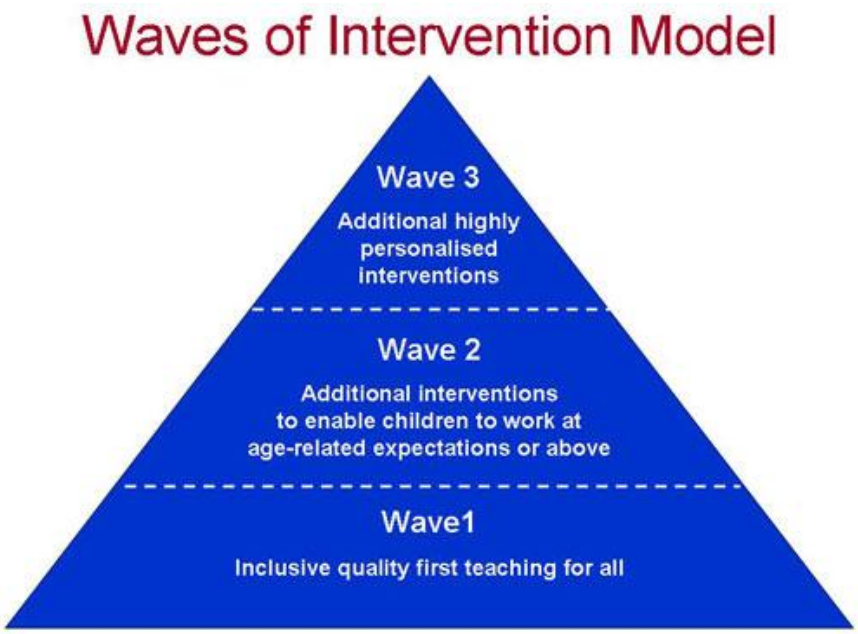
e) What additional support for learning is available to pupils with SEND?

The school organises the additional support for learning into 3 different levels (also called waves).

Wave 1 (Universal): describes quality inclusive teaching which takes into account the learning needs of all the children in the classroom. Teachers plan lessons to respond to pupil's diverse learning needs and ensure that there are no barriers to every child achieving.

Wave 2 (Targeted): describes specific, additional and time-limited interventions provided for some children who need help to accelerate their progress to enable them to work at or above age-related expectations. Wave 2 interventions are often targeted at a group of pupils with similar needs.

Wave 3 (Specialist): describes targeted provision for a minority of children where it is necessary to provide highly tailored intervention to accelerate progress or enable children to achieve their potential. This may include specialist interventions.



The provision available at each level (or wave) is summarised in our provision map.

We provide additional support for pupils with SEND to be able to access exams, when needed.

We are able to support the administration of medication if it is recommended by health professionals.
Further information is found in our Managing Medicines Conditions in Schools policy.

f) What extra-curricular activities are available for pupils with SEND?

The school has a wide range of extra-curricular activities available including:

- A breakfast club each morning between 8am – 9am
- Lunchtime clubs/activities
- After school clubs including sports, arts and music activities

We try to make sure that all pupils with SEND can engage in these activities of the school alongside pupils who do not have SEND. Where it is agreed that taking part in these activities will contribute significantly to meeting the agreed outcomes for a pupil with SEND the school will normally be able to pay for any training, resources or equipment that may be needed.

The school also provides opportunities for pupils to go on school trips and we organise an annual residential trip for years 5 and 6. We will involve parents of pupils with SEND in the planning of school trips and residential to assess the benefits and risks and identify how the needs of individual pupils can be best met.

g) What support is available for improving the emotional and social development of pupils with SEND?

The culture and structures within the school aim to encourage the emotional and social development for all pupils, including those with SEND.

We work hard to create a culture within the school that values all pupils, allows them to feel a sense of belonging and makes it possible to talk about problems in a non-stigmatising way. We have clear policies on behaviour and bullying that set out the responsibilities of everyone in the school. We have clear systems and processes so that staff can identify and respond to mental health difficulties.

For children with more complex problems, additional in-school interventions may include:

- advice and support to the pupil's teacher - to help them manage the pupil's behaviour within the classroom, taking into account the needs of the whole class
- small group sessions - to promote positive behaviour, social development and self-esteem
- learning mentor – the learning mentor can support groups of children and individual children to work through specific issues
- individual action plans - to support pupils during transition periods, break times

- additional support for the pupil – to help them cope better within the classroom

- therapeutic work with the pupil, delivered by specialists (within or beyond the school), which might take the form of cognitive behavioural therapy, behaviour modification or counselling approaches, family support and/or therapy by health professionals – to help the child and their family better understand and manage behaviour.

For further information please see our Behaviour and Discipline policy and the More able and talented policy.

4. Who is the SEND Co-Ordinator and how do I contact them?

Our Special Education Needs Coordinator (SENDCo) is a qualified teacher working at the school who has responsibility for SEND. They work closely with the head teacher and governing body as well as all teachers. If you have concerns about your child you should speak to your child's teacher before you speak to the SENDCo.

The SENCo is responsible for:

- overseeing the day-to-day operation of the school's SEND policy
- coordinating provision for children with special educational needs and disabilities
- liaising with and advising fellow teachers
- overcoming barriers to learning and sustaining effective teaching
- managing teaching assistants
- overseeing the records of all children with SEND
- liaising with parents of children with SEND
- planning successful movement (transition) to a new class group or school
- providing specialist advice and facilitating training to ensure that all staff are skilled and confident about meeting a range of needs
- liaising with external agencies including the LA's support and educational psychology services, health and social services, and voluntary bodies

Rebecca Wieckowska - Special Educational Needs Coordinator (SENDCo for short)
Phone: 0207 253 3880

5. What expertise and training do the school staff have in relation to SEND and how will specialist expertise be secured?

The school supports its staff to access a wide range of information on appropriate interventions for pupils with different types of need, and to access associated training to ensure they have the necessary knowledge and expertise.

The responsibility for ensuring staff have the appropriate training and expertise to meet the needs of pupils with SEND training is shared between the Head teacher, SENDCo and the Governing body. We closely monitor the training and development needs of our staff through annual appraisal.

The following tables show the training and expertise of the school staff.

General SEND training for all staff

Details of training / expertise	School staff trained
Introduction to SEND	All staff
Introduction to Autism	All staff
Basic First Aid	All Teaching Assistants
Full First Aid	4 Teaching Assistants
Paediatric First Aid	8 Teaching Assistants
Emergency First Aid	9 Teaching Assistants
Diabetic Training	All Teaching Assistants
Defribulator Training	All Teaching Assistants
Language and Communication	All Teaching Assistants
Language – Teaching curriculum vocabulary	All teachers
Sickle Cell Training	8 Teaching Assistants
Itips training – Islington trauma informed practice in schools	All staff

Specific SEND training and expertise

Details of training / expertise	School staff
Learning mentoring	1 Teaching Assistant
Epi pen training	9 Teaching Assistants
Occupational Therapy	3 Teaching Assistants
Supporting children with MLD in mainstream school	3 teachers
Down syndrome training – supporting a child with down syndrome in the class	1 teacher and 2 Teaching Assistants
Teaching reading to students with SEN	2 teachers and 1 teaching assistant
Autism and sensory needs	All staff
Teaching maths to students with SEND	3 teaching assistants
Supporting language disorder in mainstream schools	6 teaching assistants
Box Clever Training – Speech and Language intervention training by our Speech and Language Therapist.	3 teaching assistants in Early Years
Ongoing CPD advice from The Bridge School Outreach Team to support our children with Autism	All teachers and teaching assistants, SENDCo

Specialist SEND Training (for specific children)

Details of training/ expertise	School staff trained
Team teach training	11 Teaching assistants
Visual impairment training	1 Teacher and 1 Teaching Assistant
PECS	3 Teaching Assistants
Autism training	All staff
ADHD training	All staff
Play and interaction for Autistic children	2 Teaching Assistants
Diabetic training	4 Teaching Assistants
Speech and Language therapist training to run groups for particular children	Teaching Assistants in R, Y1, Y2, Y3, Y4, Y5, Y6

Our staff also access training and materials provided through outreach services offered to mainstream schools by each of Islington's special schools. SEND training and expertise will be sought when the needs of individual children require it, for example when there is a need to prepare for a child coming to the school. This can include:

- Reading about the conditions
- Visits to other schools to see good practice
- Home visits

Our links to external organisations with specialist training and expertise are listed in Appendix 1.

6. What equipment and facilities are available to support pupils with SEND?

St Luke's has a flat site at pavement level with 3 playgrounds that are mostly all at the same level. The corridors are wide enough for wheelchair or walker use and again the inside of the building is step free. There is an additional classroom with a few steps up to it and a handrail. The school buildings consist of a main block with a separate ground level building for Year 6. We also have a disabled toilet.

Equipment available in our school to all children at any time needed:

- Music/microphone system available to enhance hearing in main hall
- Communication books (for home and school)
- Sensory equipment and sensory room
- Devices for additional recording e.g. Cameras, video recorders, voice recorders, iPads
- SEND software - Communication in Print to produce printed matter with visual prompts, specific maths and English computer programmes including Mathletics
- iPads

- Sloped writing boards, wedge cushions, fidget toys, pencil grips

The school will consider purchasing other equipment if there is an agreed identified need. We will normally consider this at the pupil's termly or annual review.

In the past we have worked with partners to purchase specialist equipment tailored for an individual including:

- Personal laptops / ipads
- Specialist chair
- Specialist hand writing equipment
- Specialist cutlery

7. What are the arrangements for consulting and involving parents of children with SEND in their child's education?

All parents are encouraged to contribute to their child's education through:

- discussions with the class teacher
- setting and reviewing targets
- parents evenings
- during discussions with the SENDCo or other professionals
- commenting and contributing to assessment, planning and reviews

If your child has an Education, Health and Care plan we will discuss their progress with you every term and have a formal review with you about your child annually. Further information about reviews can be found in question 3b above.

Specific support to help you support your child at home will include;

- Meetings with teachers and SEND staff to discuss progress and support including ideas for home.

- Meetings with professionals from outside agencies to discuss progress and support including ideas for home.

If we think your child needs significant amounts of extra support we will always discuss this with you and, where appropriate, a meeting with the parents and the people supporting your child can be arranged.

Where required we will arrange interpreters to enable parents to fully participate in formal meetings.

8. What are the arrangements for consulting and involving pupils with SEND in their education?

Engaging all pupils as active participants in their own education and in making a positive contribution to their school and local community is a priority for the school. All children are consulted about their learning through written and verbal feedback on a daily basis. All children are expected to be key participants in the assessment and feedback process. Children with SEND will have individual targets to work on to help them with a specific issue.

Where pupils have SEND, we will take extra care to involve them and make sure their voice is heard. Their involvement will be tailored to each child and take into account their preferred methods of communication. This may include:

- providing them with relevant information in accessible formats
- using clear ordinary language and images rather than professional jargon
- dedicating time in discussions and meetings to hear their views
- involving the pupil in all or part of the discussion itself, or gathering their views as part of the preparation
- supporting their access to an adult who can help them express their views where necessary (this could be a family member or a professional)
- ensuring staff are skilled in working with children, parents and young people to help them make informed decisions and have access to training so they can do this effectively

We ensure that pupils with SEND are included and represented in the groups and activities that we have set up to listen to the views of pupils and involve them in decision-making. These groups and activities include for example -

- Head boy/girl and prefects
- Digital Leaders
- Collective Worship team

The views of the individual child and young person sit at the heart of the SEND assessment and planning process. We will make sure that assessments include the wishes and feelings of the child, their aspirations, the outcomes they wish to seek and the support they need to achieve them. This may include the use of questionnaires, story boards or symbols etc.

All pupils with SEND will have specific goals and outcomes and they will be part of the discussion to agree and review these. Where a personal budget is being used for those with an EHCP, the school will support the child's involvement in decisions about their support.

9. What are the arrangements for parents raising concerns and making a complaint about the SEND provision at the school?

We are committed to providing excellent services to all our children and their parents and we believe the best way to do this is to listen to your views. We encourage parents to contact us about their concerns and not to wait for the next formal opportunity to meet. So if you have something to tell us, whether good or bad, please contact the class teacher or SENDCo.

If you have a complaint about SEND provision, please tell us promptly by contacting the following people in this order;

- the class teacher
- the SENDCo (details below)
- The head teacher – using the main school number
- The SEND governor (a letter can be submitted through school office)

The SEND Governor will then refer to the complaints procedure to try and address the issue.

Further information about our complaints procedure can be found on our website. We realise that parents can sometimes find schools a bit scary and may need someone to help them approach us if things aren't going well. If you need support to raise a concern or make a complaint this you may want to contact Centre 404's Parent Carer Support Service, an independent organisation that provides a disagreement resolution service. You can contact them on 020 7316 1930.

As a matter of last resort parents can also make a formal complaint to Ofsted: guidance for parents can be found here http://www.ofsted.gov.uk/schools/for-parents-and-carers/how-complain, or by phone on 0300 123 4666.

Further information on local support for families of pupils with SEND can be found in the Local Offer. See question 13 below.

10. How does the school involve others in meeting the needs of pupils with SEND and in supporting the families of such pupils?

Where a pupil continues to make less than expected progress, despite evidence-based support and interventions that are matched to the pupil's area of need, we seek advice and support from specialists from outside agencies such as:

- Educational Psychologists
- Child and Adolescent Mental Health Services (CAMHS)
- Specialist teachers
- Therapists (including speech and language therapists, occupational therapists and physiotherapists)
- Social workers
- Outreach teams – The Bridge, New River College, Samuel Rhodes etc

We always involve parents in any decision to involve specialists.

The SENDCo is the person who usually coordinates the contact and works with these outside agencies. We mainly use other agencies outside of the school to:

- help us train staff e.g. epilepsy, diabetes, autism etc
- get more specialised advice e.g. advice on visual impairment
- carry out assessments e.g. a social care assessment
- ask for a service to be delivered e.g. physiotherapy
- setting programmes for implementation at home and in school
- review progress and plan provision eg at annual reviews

The main agencies used by the school are shown in Appendix 1.

11. What local support is there for the parents of pupils with SEND?

Information about local support is located here: www.islington.gov.uk/localoffer

The Family Information Service - 020 7527 5959
Gives free impartial information, advice and guidance about services for children, young people and families.
email fis@islington.gov.uk
Website: www.islington.gov.uk/fis

The Parent Carer Support Service, based at Centre 404 - 020 3316 1930
Offers a range of services to assist the parents/carers of children with SEND. These include: help with resolving disagreements, information and advice, direct support, help with personal budgets and form filling, and access to social groups and other activities and local networks.
Website: http://www.centre404.org.uk/

The Special Educational Needs Community Support Service (SENDIAS)
is based at Family Action, Northern Health Centre, 580 Holloway Rd, Islington, London N7 6LB:
Offers a range of services to assist the parents/carers of children with SEND.
These include:

- Advice, information and support on Education, health and social care issues
- Support to express your views and wishes
- Support at meetings with schools and the Local Authority
- Help to complete SEND and Disability related paper work
- Supporting young people up to 25 in their own right
- Signposting to other services

Tel no 0203 316 1930
Website www.family-action.org.uk
Email islingtonSEND@family-action.org.uk

12. What are the school's arrangements for supporting pupils with SEND when they join the school, and supporting them to move to secondary school / further education, training or employment/ adulthood and independent living?

All children and young people with SEND and their families may be particularly anxious about changing classes or “moving on” from school to school. We work with families and our partner organisations to make sure changes are planned and well managed.

Transition guide table:

	Additional arrangements for children with SEND (examples)
In to nursery / Reception	• Swift transfer of records • Home visit • Work with Islington’s Early Years Inclusion Team • Transition meeting with the previous setting • Transition plan drawn up with main carer and your child (could include managed visits, pictures or transition book or video, social stories about ‘moving on’)
When moving to another school	• We will contact the new schools SENDCo and share information about the special arrangements and support that has been made to help your child achieve their learning goals. • Swift transfer of records • Transition meeting with the new setting • Transition plan (as above)
When moving groups/ forms/ classes in school	• Transition meetings are held within school with the new class teacher. • Work with child to prepare for the next class through: Transition books, transition programme, visual supports and visits to the next setting. This will be shared with parents and transition books that can be taken home over the holidays.
Primary to secondary transition	• Swift transfer of records • Year 5 annual reviews planning meeting • During Year 6 the class teacher will attend the Secondary Transfer Conference to discuss the specific needs of your child, and the nature and level of support which has had the most impact, with the secondary school they will be transferring to • Additional multi-agency meetings will be arranged to create a more detailed “transition” plan which may include more visits to the new school and/or additional visits from the new school for the children where these changes are more complex

13. Where can I find more information about SEND services in Islington and the local area (the Local Offer)?

All Local authorities must publish a Local Offer, setting out in one place information about provision they expect to be available across education, health and social care for children and young people in their area who have SEN or are disabled.

The Local Offer has two key purposes:

- to provide clear, comprehensive and accessible information about the available provision and how to access it
- to make provision more responsive to local needs and aspirations by directly involving disabled children and those with SEN and their parents, and disabled young people and those with SEN, and service providers in its development and review

The school cooperates with the Local Authorities in the local area to:

- make families aware of the kind of support available to them and where to find the Local Offer
- help people access the Local Offer information, especially where there are barriers to them accessing it. This can include helping them to access the internet, printing off pages, explaining, interpreting and
- consult children and young people and their families directly in preparing and reviewing the Local Offer
- keeping the Local Offer information up to date and identifying gaps in provision

To find out more about the range of services on offer locally go to:

Islington Local Offer: www.islington.gov.uk/localoffer

Appendix 1. External organisations

Name	Areas of expertise
Early Years Inclusion Team	Training and advice to practitioners working with children under 5 with SEND
Richard Cloudesley Outreach service	Children with severe learning difficulties, physical disabilities and sensory impairments such as hearing and sight
The Bridge Outreach service	Children with autistic spectrum condition
Samuel Rhodes Outreach service	Children with moderate learning difficulties and specific learning difficulties such as down syndrome
Educational psychology service	General support and advice to schools around SEND
CAMHS (Child and adolescent mental health service)	Behaviour support, emotional wellbeing and mental health
Access and engagement team	Attendance and any child who is being home educated
Children's therapy team (speech and language, Occupational therapy, physiotherapy)	Support for children with specific needs requiring support from one of these teams
New River College Outreach service	Supporting schools with children who present with challenging behaviour
Inclusion team	Supporting children who are at risk from exclusion
Children's social care	Supporting children and families requiring social care or support
The Virtual School	Supporting and monitoring the education of children that become looked after by the local authority (children in care)
Targeted support (ifit – Intensive family intervention service, Bright Start, TYS – Targeted youth support)	Supporting children and families that may required further support for a limited time