



# SEND Information for Parents

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# Welcome to The Cottesloe School

Welcome to the Learning Support Department here at The Cottesloe School.

We are a supportive, hard-working team headed by the SENDCo, Ms Hibbert. We also have a team of Teaching Assistants whom all work together, alongside the classroom teachers to provide tailored additional support to students with Education, Health Care Plans and those who are on the special needs register.

We know that each student is an individual and their needs and levels of support will be different. During the transition process, we liaise with primary schools and any outside agencies that are involved, to establish the support your child needs and how we can best provide it for them.

We keep parents informed through meetings, regular reviews and sharing the documents and reports we have on your child. We know the feedback from you is important to ensure we are meeting the needs of your child.

This booklet will outline some of the additional support we put in place for our students here at Cottesloe to help them during their time with us.



# Learning Support Room



The Learning Support Room, known as the LSR, is where can come to receive academic support when needed.

Some students have time scheduled with us on a regular basis where they complete additional work to boost their literacy and numeracy skills.

In the LSR we also have a range of interventions that run which are not limited to the list below:

- Touch Typing
- Handwriting
- Maths
- English
- Science
- Reading Club
- Phonics
- Exams and Revision Techniques



# The Base

What is The Base?



The Base is an area in school closely linked to the Learning Support Room. We provide a quiet, safe environment on the days when students with SEND may feel overwhelmed or worried. We also provide a safe space for students with Autism or ADHD who are struggling to regulate their emotions and need time and space to decompress.

There are lots of ways we can help in The Base: we have sensory equipment, comfy chairs for relaxing and a quiet workspace should your child need to complete their classroom work in a different environment.





The Base offers interventions such as social skills workshops, gradual returns to the classroom following periods of absence, sensory interventions, and the ELSA (Emotional literacy) individual mentoring programme.

We offer a drop-in at break times and have a weekly session where we are joined by Teddy, our school wellbeing dog. The staff who work in The Base are trained to support those with Autism and other special educational needs. The team in The Base work closely alongside Heads of Year and Form Tutors to ensure the support is consistent across the board for your child.



# Teaching Assistants

We have a team of Teaching Assistants who work alongside our students in the classroom. They assist in the running of our interventions and also have the opportunity to work 1:1 to help target areas of difficulties for individual students where needed.



Teaching Assistants undertake regular training to ensure they are best equipped to support all students and their needs here at The Cottesloe School. Regular staff meetings also occur so that the team can coordinate a consistent and appropriate approach to support.

## One Page Profiles

One page profiles that outline students' individual learning needs are shared with all staff. We have an internal intranet that enables all teaching staff to quickly see students, needs and how best to work with that student and to help them reach their potential regardless of their neurodiversity. These are shared with parents at various points in an academic year.

# Quality Teaching and Standards

High standards are maintained through the effective monitoring of progress within the team and the School's Pastoral Team and Governors' Teaching, Learning and Assessment Committee. A member of the Governing Body acts as a special educational needs link Governor. Programmes and plans are actively supported with new facilities and technology wherever this is helpful and the Governors ensure that there is well-maintained access for all students throughout the School. A copy of the School's Special Educational Needs Policy is available on the school's website.

## SEND Admissions

Parents of students with disabilities or with SEND, who want to come to The Cottesloe School, should discuss their child's needs with Ms Hibbert to ensure that we can provide the necessary support. You will then follow the usual admissions procedure.

The procedures for students with Education, Health and Care Plans are different. Please communicate with your primary school SENDCo who will be able to assist and advise on the procedure.

