

Larkfields Infant School SEND Information Report

September 9th 2025

SENCO - Mrs Carla Smith

SEND Governor - Carly Allen



Our Inclusive Vision

We all belong to the Larkfields family.

Our Inclusion Statement

At Larkfields Infant School we pride ourselves on creating a warm and welcoming environment where everyone belongs and thrives. We recognise that all children are unique and we provide high-quality, meaningful education to ensure every child has the opportunity to succeed and fulfil their full potential.

Behind everything we do at Larkfields Infant School lies the Larkfield ABC.

A = Achieve

B = Belong

C = Confident

Larkfields Infant School is a mainstream setting. We aim to provide the best learning opportunities for all children and ensure that all our pupils are included in all aspects of learning and school life.

We acknowledge that all children are individuals and have different learning needs, some requiring additional support to help meet their needs or improve their learning. Teaching staff all practice Quality First Teaching and use adaptive teaching methods to ensure that individual students needs are met and that all students achieve their academic potential. Rigorous tracking and assessment of pupils' performance informs teachers when a child is not achieving at age-related expectations or making expected progress; interventions are put in place to work on the identified difficulties.

The SENCo co-ordinates the SEN provision throughout school liaising where necessary with parents, pupils, school staff and specialist advisers from the Local Authority and Health Service. When identifying children with SEN we follow the clear guidelines set out in the SEN Code of Practice 2014.

Parents/carers are encouraged to share any concerns with their child's class teacher at a pre-arranged meeting. The SENCo will be informed and become involved as needed.

The SENCo and Senior Leadership Team regularly review the SEN support that is in place and monitor the progress of children within our school, supported by the SEN link governor. The SENCo works together with the staff to put in place appropriate support and provision to meet any identified difficulties. Details of intervention programmes and the impact of the intervention on progress are recorded on an Individual Education Plan. We welcome parental support at all stages.

Larkfields Infant School operates an 'open door' policy and encourages parents to discuss any concerns they have as and when they occur, preferably in person with their child's class teacher.

Parents are also invited to contact the SENCo to discuss any concerns, by prior appointment.

Pupil progress is closely monitored half-termly. In Autumn and Spring terms we hold Parents Evenings to discuss how children are doing. In the Summer term all parents receive an end of year written report, detailing progress within all areas of learning and parents are invited to discuss this with their child's class teacher at an Open Afternoon.

Where a child with SEN has a termly review meeting, academic progress is discussed at the meeting and parents are advised as to how they can support their child at home. Copies of relevant paperwork are shared with parents.

At Larkfields Infant School class-based learning is adapted for all children in our school; work is tailored to meet the needs of the pupils. Teachers work hard to ensure work is planned and delivered offering the right amount of support and challenge for all pupils to access. Some individual targets are supported within lessons by the class teacher or a Teaching Assistant; others may be supported outside the classroom through a specific intervention programme which may be delivered by a Teaching Assistant.

We aim to deliver a creative, stimulating and exciting curriculum in a variety of ways to engage all pupils. We provide a stimulating learning environment throughout Larkfields Infant School that supports and reflects the curriculum being covered from Foundation to Year 2. When specific curriculum adaptations

and reasonable adjustments are necessary for individuals, relevant staff will attend training sessions as necessary.

Some children will need additional support for a set period of time to help meet their needs or progress their learning. The decision to do this is made by the school and is based on a variety of factors including academic progress or additional assessments carried out by school staff or other professionals. This additional support is monitored closely and discussed with parents where appropriate. Some children will need additional support to ensure they have a smooth transition as they move through school into different classes or key stages. Some children require support for a longer period of time to ensure they can access the full curriculum effectively. Support will be planned by school staff and by external agencies where appropriate. Parents/carers will be kept informed about this support and it will be discussed at our termly meetings or more frequently if needed.

When outdoor activities are undertaken, whether in school or as part of a school trip, we believe all children have the right to be included. If required, specific risk assessments are carried out. Additional support may be required as well as discussions with parents of children with SEN or disabilities to ensure their views are considered.

The social and emotional wellbeing of our pupils is a priority and we have worked hard to develop and maintain a strong family feel and community ethos. Our Personal Social Health and Economic (PSHE) curriculum supplemented by Social and Emotional Aspects of Learning (SEAL) provides the opportunity for children to discuss issues such as positive relationships, self-esteem and teamwork within the curriculum. Where necessary, specific plans are put in place to support a child's wellbeing and in these cases parents are consulted. We follow guidance from trained health professionals to meet additional health, medical and personal care needs of individual children. School staff are trained as appropriate to meet these needs. We also have two highly experienced Teaching Assistant who is a trained ELSA, two team members are Drawing and Talking trained as well as two Trauma Informed Practitioners.

At our school we use the Team Teach approach to help children feel safe, calm and supported. Team Teach focuses on understanding behaviour as a way of communicating, and staff are trained to use positive strategies to prevent difficulties before they happen. We use clear communication, calm de-escalation techniques, and supportive teamwork to guide children through challenging

moments. Physical interventions are only ever used as a very last resort, and always in the safest and least intrusive way possible. The aim is to build trusting relationships, reduce anxiety, and create a positive learning environment where every child can thrive. We currently have 5 members of staff to are Team Teach trained.

The school's SENCo is Mrs Carla Smith. Mrs Smith holds the National Award for SENCOs through Nottingham Trent University. She may be contacted by telephone on 0115 9137730 or by email, office@larkfields-inf.notts.sch.uk.

A variety of training is undertaken on a rolling plan. This can either be in house or through external sources. Examples include annual teacher assistant training conferences, training packages provided from Notts County Council (which include a wide variety of learning and cognition needs, physical and medical updates, safe handling, communication and interaction) and SENCo training networks. Training provision within our school reflects the needs of the staff and the children with whom we work. Our SENCo meets termly with the SENCOs from our family of schools.

We access support from a number of outside agencies.

- Schools and Family Support Services (SFSS)
- Educational Psychology Service
- School Nurse
- Family Support
- Primary Social and Emotional Development team (PSED)
- Social services
- Targeted support
- Children's centres
- Supporting Families
- Educational Health and Wellbeing team (EHWB)
- Complex Case resolution
- Speech and Language Therapy (SALT)
- Community Adolescent Mental Health Services (CAMHS)
- Multi Agency Support Hub (MASH)
- Voluntary Organisations

These can be found on the Notts Local Offer website

Where possible we provide equipment or complete necessary funding applications to provide any equipment that is deemed necessary in order to support children in school. We aim to ensure that all activities and equipment

are accessible to all children, parents/carers and visitors to our school. Reasonable adjustments have been made to improve accessibility for all. Our school site is wheelchair accessible. There are disabled toilet facilities including space to accommodate changing. Risk assessments and safe systems of work are in place to ensure the safety of all staff and children. We use symbols and visual timetables where appropriate.

If we are concerned about a child in school then the child's class teacher will discuss these concerns with the parent/carer. We aim to identify these concerns as early as possible. Following this initial discussion if targets are agreed these will be recorded on an Individual Education Plan. Parents/carers are encouraged to be fully involved in these targets and in helping the child to achieve them. They will be reviewed at least termly but, more often than not, half-termly. The school follows the graduated response to identifying and supporting children with SEN as outlined in the SEN Code of Practice. We are continually assessing, planning, implementing and reviewing our approach to teaching all children.

Wherever possible, we endeavour to involve children with SEN in discussing and reviewing their progress within a specific intervention programme. Each half-term, all pupils are consulted about a specific aspect of school life through whole class discussion and debate.

If parents are unsure about any of the support or provision being made for their child, they should not hesitate to contact the school office to make an appointment with their child's class teacher, the SENCo or Head Teacher. If parents feel their concern is not resolved through this process, they should refer to the school's Complaints Procedure which can be found on the school's website.

This responsibility is delegated to the school SENCo by the Governing body. The SENCo, in liaison with parents/carers and class teacher, will refer to agencies for specialist support if it is felt necessary. Support could be around advice for the parent/carer in the home, staff in school or may involve direct work with the child.

At Larkfields Infant School we signpost parents/carers to organisations that can provide additional support to themselves and their child through the termly review meeting, the circulation of information leaflets and conversations with parents/carers.

Parents can also gain support and advice from Ask Us, the Parent Partnership Service (enquiries@askusnotts.org.uk) and the Local Authority SEND Local Offer (www.nottinghamshire.sendlocaloffer.org.uk).

Transfer to a new school or setting can be an anxious time for both child and parent and we encourage visits to our school before applying. Careful planning is made for all children but for children with SEN or a disability an additional transition plan may be put in place. This will generally include early discussions with the parent/carers, the setting they are coming from and any existing agencies which are providing existing support. Staff will then meet with the child and specific visits are often planned, allowing the child to familiarise themselves with the learning environment and the staff who will be working with them.

The SENCo will arrange a transition programme appropriate to the needs of your child. This will begin with a discussion with the SENCo at the next school, parents/carers and any supporting agencies to identify the most appropriate route for a successful transition.

As an early years setting, we encourage every child to be independent and achieve their potential so they have the foundations on which to build and prepare for adult and independent living.

Further information can be accessed by:

Reading the schools full SEN policy - available on our website.

Nottinghamshire County Council website - SEND Local Offer
www.nottinghamshire.sendlocaloffer.org.uk

Arranging an appointment to come and see us - please contact the school office telephone number 0115 9137730.

Carla Smith

SENCO