



**SEN Action Plan 2017-18**

**STOW-on-the-WOLD**  
**PRIMARY SCHOOL**  
 heart hand mind

Target area	Impact/ Precise Actions	Led by?	When?	Resources/ Costing	Evaluation of impact/ SEF outcomes
To develop the SEND pages on the website to help accessibility for parental partnership and transparency	All relevant documentation onto webpage Parents able to find things easily	RS and governors	By Dec 2017 after audit by LA Kay Thomas	Time	Web pages up to date
Ensure website is fully up to date with regards our SEND Policy and SEND Information Report and accurately represent current practice	All relevant documentation onto webpage Website compliant with Ofsted requirements	RS and governors	By Dec 2017 after audit by LA Kay Thomas	Time	Website compliant
Update SEND Policy and SEND Information Report and represent current practice within the school and includes changes at national /local level	Updated policy and Information report to be agreed by HT and GB Publish updated policy and Information Report on website	RS and governors Following SEND updates at SEND clusters changes and SEND conference	On going annually in line with national update changes	Time	All paperwork up to date

Update GB regarding the progress and effectiveness of provision of our children with SEND last year	Write SEND Report to GB each month . Compile information needed - Types of need / SEN register - Needs analysis - Data analysis of historic progress of SEN once a year and current progress compared to non-SEN	RS and staff, on going in each Heads report to Governors alternate months - Types of interventions - Impact of interventions - Staff training - Future actions	On going , focus on the progress information	Time	SEN higher priority each month
To understand staff training needs and our strengths and weaknesses in relation to supporting children with SEND Special focus on autism training Attachment training Play therapy	Audit all teaching staff using Mainstream Core Standards Teaching and Learning Audit Tool Analyse results	RS and all staff Special focus on autism training Attachment training Play therapy	On going	Time	Training will have taken place Autism training will have taken place (level 2) as level one already in place
Staff are confident regarding utilising supporting strategies for our children with ASD and can recognise their needs.	Use power point on Autism to update staff and alert them to the difficulties our children with ASD face daily and how we can best support their needs	RS and all staff	On going	Time	Power point delivered . Staff questionnaire completed after training to assess effectiveness of training . Do staff feel they need further training?

Induction of new staff into SENDs Policy and Procedures	NQT induction time and Non contact time with head and mentors	RS and RP NQT training in SEND cluster based and LA based training	On going	time	
Review the SEND register and update medical conditions list and Care Plans so that at all times we hold accurate up to date information.	Update class SEND list and provision maps Update medical information	RS and all staff esp TAs Mrs Swallow	Staff meeting time Training from Katy Robertson School nurse	time	
To ensure staff and Governor for SENDs understand SENDs action plan so that everyone plays their part.	To ensure everyone is clear on plan of action and priorities	RS and Mrs Magson School SEND governor and Mrs Swallow HLTA	In house time Staff meeting time	Governors committees time	
To swiftly provide additional support for children who are below ARE to determine whether they have SENDs. Review impact of EHCPs and share impact of interventions with governors in order to assess our impact.	Review audit sheets and data Review EHCP timetable and My plan plus six weekly reviews	RS and Mrs Magson School SEND governor and Mrs Swallow HLTA	In house time Staff meeting time	Time for interventions and catch up and one to one sessions	
To procure support from external agencies where appropriate where school has not remedied needs.	To make best use of educational support services availability	Office staff RS Advisory teachers Educational psychology	On going	Office time	

<p>To ensure that data required by external agencies is delivered in good time and that information from them is cascaded as appropriate, including data for CLA to Virtual Head.</p>	<p>To make best use of the educational reports available To ensure children in care have best support available</p>	<p>RS Virtual school Liana</p>	<p>On going</p>			
<p>To review the Service Level Agreements with a view to renewal or outsourcing.</p>	<p>To make best use of resources and time</p>	<p>Governors, finance committee</p>	<p>On going and as contracts expire</p>			