

## SEND Information Report and Local Offer

<b>1. The types of SEND that are provided for by the College</b>
<ul style="list-style-type: none"> <li>• Communication and interaction</li> <li>• Cognitive and learning</li> <li>• Social, emotional and mental health</li> <li>• Sensory and / or physical needs</li> </ul>
<b>2. The policies for identifying and assessing special needs</b>
See CAPA College SEND Policy
<b>3. Arrangements for consulting parents / carers</b>
<ul style="list-style-type: none"> <li>• Open days</li> <li>• Pre-enrolment application information</li> <li>• Phone / email with SENDCO / SEND support team</li> <li>• Student Review days appointments (Tutor / SEND Support team / SENDCO)</li> <li>• 1-1 meetings with SENDCO / SEND support team / Pathway leaders / tutor</li> <li>• Arbor parent portal / Email</li> </ul>
<b>4. Arrangements for consulting students</b>
<ul style="list-style-type: none"> <li>• 1-1 meetings with tutor (weekly as appropriate)</li> <li>• Tutorials / Student take over events</li> <li>• Pathway leader meetings (as appropriate)</li> <li>• SENDCO / SEND support team (termly or as appropriate)</li> <li>• Intervention support sessions SEND support team (as appropriate)</li> <li>• Student review day meetings with parents / carers (termly)</li> </ul>
<b>5. Arrangements for assessment and review of progress</b>

**With Students:**

- Student review days with parents / carers to report on progress (termly)
- 1-1 meetings with tutor (weekly as appropriate)
- In class curriculum tracking – Teachers / Pathway leaders
- Intervention tracking – SEND Support team / Teachers / CORE Team
- Pathway leader monitoring and meetings (as appropriate)
- Teacher referrals
- Access arrangement assessments (as required)

**Internally:**

- Pathway meetings, training & moderation (weekly)
- Data collection and analysis (Termly)
- Data meetings - CORE team / Pathway leaders (termly)
- SENDCO / SEND support team meetings

**6. Arrangements for supporting transition to the next phase of education / career****Transition to CAPA College:**

- Open Days - Teachers / Pathway leaders / SENCO / SEND Support Staff available
- Open day Q&A and frequently asked questions information
- SENDCO / SEND support team available via phone and email
- Online meetings available with Pathway leaders / SENDCO / SEND support team
- CAPA College site available for pre-enrolment familiarisation (if required)
- SENDCO / SEND support team available to visit existing provision (if required)

**Transition from CAPA College:**

- 'Life after CAPA' Tutorial programme embedded within curriculum
- 'Life after CAPA' Parents / Carers meeting
- SEND Support / intervention available with UCAS / application forms
- Individual tutor / pathway meetings
- SENDCO / SEND Support team communication with next stage of education (university / conservatoire etc as required)

**7. The teaching approaches and strategies used**

- Wave 1: Intervention (as and when required) in class, providing support for the student
- Wave 2: Small group bespoke interventions outside of class routine.
- All above plus inclusive use of technology to support all student learning
- Targeted interventions to ensure best outcomes for all learners

**8. Adaptations made to the curriculum and / or college environment**

- Provision of bespoke curriculum as and when required
- Use of technology to support all learners (Office 365; Class Notebook; Change your colour etc etc)
- Bespoke personal education plans for all SEND students
- Access to wellbeing room – quiet, safe space as required
- Staff bulletin highlights any student who needs an adaptation to the curriculum and / or environment (weekly)
- Adaptation to learning environments as required

#### **9. The level of expertise of staff and training available**

- Fully trained and verified SENDCO
- Experienced Core Team
- SEND Governor support
- Specialist SEND support team
- Bespoke training for all staff

#### **10. The evaluation of the effectiveness of the provision**

- Annual SEND Review and audits
- SEND spotlight focus & learning walks
- Data analysis and progress measures used to evaluate (termly)
- Quality Assurance by outside agencies (as required)

#### **11. How students with SEND can engage with the activities the other students in the college engage in / with**

- See CAPA College Admissions and inclusion Policy
- Inclusivity in all college activities / opportunities
- Curriculum adaptations (as required)

#### **12. Support for emotional and social development**

- See CAPA Colleges: Safeguarding, Behaviour, Pastoral policies
- Support available from Student Welfare Officer
- SEND support team available for drop in sessions
- Connect and reflect tutorial programme

#### **13. The involvement of other bodies / agencies**

- Close working with a number of agencies as required dependent on need
- Wakefield LA
- Leeds / Doncaster & Sheffield LA
- **WAKEFIELD LOCAL OFFER:** <https://wakefield.mylocaloffer.org/Home>
- Yorkshire Dyslexia

#### **14. How complaints are dealt with**

- See CAPA College Complaints Policy