

# **Portway Primary School: SEND Information Report**

Last updated: September 2023

Approved by: Local Governing Body, September  
2023

## Portway Primary School - SEND Information Report

**This is the SEND Information Report for Portway Primary School. It describes the support and provision which pupils with Special Educational Needs and/or Disabilities (SEND) can expect from our school.**

This information has been produced together with parents, carers and our children and young people, and will be reviewed annually.

### Portway's aims and vision

At Portway Primary School, we strive to be a learning community that:

- cares for every child, so that their well-being and safety come first;
- sets high expectations in the classroom, making learning enjoyable and exciting for all children, and encouraging all learners to aim high;
- understands and meets the individual learning needs of our children and their families;
- teaches children what behaviour is expected in each context within school, and what behaviour departs from that expectation;
- celebrates expected behaviour and achievements;
- prepares children to be good citizens;
- understands and meets the individual learning needs of our children and their families;
- equips children for their future through activity and experience;
- reflects and celebrates the local diversity of cultures, families and experiences.

### The 'Local Offer' in our borough

Portway Primary School is a member of the Newham Community Learning Multi-Academy Trust. We also work closely with the local authority, London Borough of Newham, and the local authority has a number of statutory duties in relation to services to support children with special educational needs. Information about Newham's [Local Offer](#) (i.e. the Borough's provision for children with special educational needs) is available on the Newham website. The Local Offer tells parents how to access services in their area and what to expect from these services.

At times it may be necessary for Portway to consult with outside agencies to receive their more specialist expertise in order to best support a child. The local agencies used by the school include:

- Learning, Communication and Interaction Services (LCIS)
- Child and Family Consultation Service (CFCS)
- Developmental Advisory Clinic (DAC)
- Child Development Centre (CDC)
- Behaviour Support Services (BSS)
- Speech and Language Therapy services (SALT)
- Educational Psychologist (EP)
- Occupational Therapy (OT)
- Child and Adolescent Mental Health Services (CAMHS)
- School Nurse
- Attendance management service

We would always consult with families and carers when contacting any of these agencies regarding support for a child.

## **Further information regarding Portway Primary School's SEND provision**

At Portway Primary School we constantly look at the provision we make for children with SEND and how we can improve it. The information we provide in this report, which has been discussed with parents from our school, will be regularly reviewed by the Head Teacher, Inclusion Team and Governors, and updated when necessary.

## **Portway's staff and internal provision**

Class teachers at Portway receive regular Continuing Professional Development to help them to recognise and respond appropriately to children's needs, within the framework of the school's policies. We also have a qualified and experienced Inclusion Team, including the SENDCo (SEND Coordinator), who are available to advise and support class teachers where a child may need additional support. If you have any concerns regarding your child's wellbeing, learning or behaviour, please contact your child's class teacher in the first instance.

The school offers a variety of pastoral support for pupils who are encountering social, moral and emotional issues. These include a School Counsellor - provided through Place2Be, which is on-site at the school - and a Family Support Worker. You can contact

them via the school office.

## Medical needs

If a pupil has a specific medical need then a detailed care plan is compiled by the school nurse and parents/carers. The key information is shared with all staff. Medication is not administered in school unless it would be detrimental to a child's health or attendance not to do so. Parental consent must be obtained in order for children to be given prescription or non-prescription medication at school.

## Inclusion and SEND Policy

We know that when families and carers learn, or believe, that their child has or may have special educational needs, they will have many questions about what this means and how the school can support them. To help with this, Portway's Inclusion and SEND Policy, available on the [Inclusion Page](#) of our website, which is a document every school must approve and publish, is structured around questions which families and carers may have. It is accessible and contains lots of useful information. Questions which are answered in the Inclusion and SEND policy include:

- How does the school know when a child has learning difficulties or special educational needs?
- How is the curriculum matched to children's needs?
- How does the school approach differentiation in the classroom, and how will that help my child?
- How does the school know whether children are making progress?
- What opportunities will there be for me to discuss my child's progress?
- What arrangements does the school make to support children transferring from another school?
- How will the school prepare and support children who are transferring to a new school?
- How does Portway manage the transition to secondary school?
- How are decisions made about how much additional support individual children receive?

- How does the school know if the additional support is helping pupils to make progress?
- How are parents/carers informed about their child's needs and what support they are receiving?
- What expertise and training do the staff who support SEND children have?
- What specialist support or services does the school access for children with SEND?
- How are classrooms and other areas of the school adapted to meet children's individual needs?
- What arrangements are made to support children with SEND taking part in school activities outside the classroom, such as school visits (including residential trips)?
- How does the school support children's overall well-being? What is the pastoral, medical and social support available in the school?
- What are the specific roles and responsibilities of the staff involved in supporting children with SEND?
- What can I expect when applying to Portway for a school place for my child with SEND?
- Are the Portway school site and building accessible for children and their families if they use a wheelchair, or have other mobility support needs?
- Who should parents/carers contact if they have a complaint about the SEND provision in the school?

The Inclusion and SEND Policy, like this Information Report, is signed off by the Assistant Head Teacher for Inclusion; the Head Teacher; and the local governing body. It is reviewed every year and is published on the school's website (<https://portway.ncltrust.net/>). The implementation and effectiveness of the policy are monitored by the Head and by the local governing body and NCL Trustees through their meetings and visits to the school.

## Contact us

Of course every child's situation is different, so if you have questions which aren't answered by the Inclusion and SEND Policy please contact us and we'll do our best to help. Please start by contacting the school office, on 020 8472 7142 or via the website at <https://portway.ncltrust.net/contact/>, and we'll respond to answer your question or set up an appointment for you to meet with our staff.

Portway Primary School is part of Newham Community Learning - a family of schools that exists in order to provide an excellent education for all young people in our community.