



Harby C of E Primary School

In September 2014 the new Special Educational Needs and Disabilities (SEND) Code of Practice came into force. Details of this for parents and carers can be found within the policy section of our website where we have linked a detailed Department of Education publication. This has great detail of all the different areas of reform. As a school we have researched and investigated the changes to ensure we are aware of our responsibilities. We recognise the importance of planning the implementation of this to include all parties involved with SEND and will use the timetable below to aid this development.

Timetable for the development and implementation of the reforms of the Special Educational Needs and Disabilities Code of Practice 2014 at Harby C of E primary School.

Area of focus	Timeframe				
	By end September 2014	By end December 2014	By end April 2015	By end July 2015	By end December 2015
Local offer	Contribute to the development of the local authority's (LA's) local offer as appropriate				Contribute to the LA's reviewing and updating its local offer
School policies		Review school policies on assessment and learning	Review the school's accessibility plan	Consult on and review the school's SEND policy	

School procedures and structures		<p>Review whole-school and intervention-based assessment processes</p> <p>Review the school's SEND register and monitoring approaches, including finance tracking</p>	<p>Work to reduce the amount of school SEND paperwork</p> <p>Review wave 2 and 3 interventions</p>	<p>Complete an end-of-year review to feed into the school's SEND information report</p>	<p>September: review wave 1 interventions</p>
Reporting		<p>Meet with the link governor for SEN to discuss changes in provision. The link governor should then update governors at a full governing body meeting</p>	<p>January 2015: complete the school census, recording which pupils need SEN provision</p>	<p>Complete an end-of-year review to feed into the school's SEND information report</p> <p>Present the SEND information report to governors and parents</p>	<p>Meet with the link governor for special educational needs (SEN). Minutes from this meeting will then be circulated at a full governing body meeting</p>
Parental engagement	<p>Inform parents of the SEND reforms, and the LA's plan for converting statements and learning difficulty assessments to education, health and care (EHC) plans</p> <p>Send a copy of Edward Timpson's letter to parents with children who have SEND as appropriate</p>	<p>Look at the core principles in the SEND Code of Practice (2014) and review how they align with your school's values</p>	<p>Use a newsletter to inform parents of the local offer portal</p> <p>Send an end-of-term questionnaire to parents to gauge opinion on the school's SEND provision</p>	<p>Meet with parents to review the school's contribution to the development of the local offer</p>	<p>Hold a parent focus group to discuss how the school can improve its SEN provision</p>

Pupil engagement		Talk to the school council or pupil focus group about how the school can involve pupil voice in SEND changes at the school		Meet with pupils or use a pupil questionnaire to review the school's contribution to the development of the local offer	Talk to the school council or pupil focus group about SEND provision at the school
Staff development	Raise staff awareness of the SEND Code of Practice coming into effect on 1 September 2014	Inform teaching staff that SEND provision now forms part of the school's performance management arrangements	Conduct staff training on leading parent meetings on SEND	Audit teaching staff SEND knowledge and skills	Roll out specialist SEND training plan Review wave 1 interventions
Monitoring	Continuously monitor the effectiveness of whole-school SEN provision				

Should you have any queries or questions in relation to this or to provision for your child please do not hesitate to contact Mr. Bridget Bye, SENCO and Headteacher.