

**Local Offer - Frequently asked Questions**

**Please see below answers for some possible questions you may have about Carr Hill High School and Sixth Form Campus**

**You can also contact us on 01772 682008 should you need to ask about anything in relation to our Local Offer**

**1. How does Carr Hill High School and Sixth Form Campus know if children need extra help and what should I do if I think my child has additional needs?**

*Many children experience some difficulties at school but this does not often mean that any additional provisions/support needs to be put in place. Usually, the needs of the child are addressed in the classroom by the class teacher. In some cases, a parental request for an assessment or observation happens but often, if a child experiences on going difficulties, the classroom teacher or College Leader will request a referral. The Senco or Assistant Senco in the Additional Needs Team will ask for evidence of classroom strategies already used and then, depending on the strategies used, they may carry out the observation and from their assessment, they may request parental consent to carry out further testing or screening to diagnose a specific need.*

*Some Students will already have a Statement of Special Educational Needs or an Education, Health and Care Plan (EHC Plan) which describes each child's individual areas of special needs and informs his/her individual education plan. If your child has a Statement of Special Educational Needs or an EHC Plan then a formal review meeting is held once a year to discuss your child's progress, their current areas of special needs and to agree and set new targets. Any additional needs are discussed as part of the review meeting.*

*As all classroom teachers track and monitor progress in their subject. The progress data and a classroom teachers own observations enable them to quickly identify any requirements for additional support on an on going basis throughout the year. These will be discussed with the SENCO, senior managers and parents. The child's Mentor or College Leader is the first point of contact for parents who think their child has developed additional needs and so may require alternative support.*

**2. How will Carr Hill High School and Sixth Form Campus staff support my child?**

*Each class has on average no more than 30 students and where a child has an identified need appropriate support and strategies will be put in place. Some classes that have a child with a Statement of Need in them or where a child has a specific need that is met with provisions that are beyond what is normally expected may also have a teaching assistant in them. The classroom teacher plans for all the children in his/her class and is responsible for the overall*

assessment of their progress. Children are taught either as a whole class, in small groups or 1:1 by both the class teacher and the special support assistants.

The school governors are ultimately responsible for the progress and attainment of all the children although they delegate this responsibility to the Headteacher. They receive data about the progress of groups of children and hold the head to account for how good this is, in comparison to nationally similar groups of children.

### **3. How will the curriculum be matched to my child's needs?**

Our curriculum is based on the National Curriculum and includes all the mainstream subject areas. It is the Cluster Heads responsibility and specific staff within a particular Cluster to adapt the curriculum to enable all pupils to access each subject in a meaningful and purposeful way.

### **4. How will I know how my child is doing and how will you help me to support my child's learning?**

The school holds parents evenings for each year group and for children who have a Statement of Need, there is also an annual review meeting; however meetings can be arranged at any time if additional support is required.

All of our children also have home/school planners which are used to channel information to and from home. Pg 99 of the planner has a mentoring page to show how your child is being mentored and may list targets and outcomes on this page.

Assessments of your child's progress are made regularly so the teacher always knows what each child in his/her class has achieved and what needs to be further developed. You receive a Progress report each half term showing the progress made for each subject your child is taking.

Children do have varying levels of homework as they progress through the school which parents are asked to support.

### **5. What support will there be for my child's overall well being?**

Carr Hill High School and Sixth Form Campus believes that children's well being and emotional health is as important as their academic progress. It is a classroom teacher's responsibility to plan for the holistic development of each child in his/her class, using their detailed knowledge of each individual to promote their confidence and self esteem.

Individual behaviour plans and expectations are also used should there be a call for them. If a child's behaviour becomes challenging, teachers are supported by the school behaviour policy. College and Cluster Leaders along with senior leaders are involved in helping children

*understand their behaviour and agreeing with parents as to how best manage it in a positive and proactive way.*

*Care Leaders and the Assistant Senco are trained to support individual medical needs and the emergency administration of medicine.*

**6. What specialist services and expertise are available at or accessed by Carr Hill High School and Sixth Form Campus** *Senior leaders, teachers and support staff are highly skilled in meeting the individual learning, behavioural and social needs of children with a wide range of learning difficulties.*

*The school accesses a range of specialist services including clinical psychology, social care and health service professionals. The School Psychology Service also provides on going advice and support.*

*Speech and Language Therapists (SALT), Occupational Therapist(OT) and Physiotherapy (PT) colleagues and the school nursing team work with the school and outline individual programmes for each child that can be delivered by the school, home or during clinic sessions.*

*This allocation of therapy support falls under criteria set down by the NHS and is very much needs led.*

**7. What training have the staff at Carr Hill High School and Sixth Form Campus had or are having?**

*All staff, both teachers and support staff receive comprehensive and on going training to enable them to meet the needs of children with a range of special needs including complex learning difficulties.*

*A detailed induction programme is followed by a mentoring programme during which teachers observe and review lessons taught within **Carr Hill High School and Sixth Form Campus** to further develop their own skills.*

*In addition to more specialist curriculum training depending upon the area of interest/expertise all staff receive mandatory Safeguarding training.*

*Teaching Assistants staff and some teachers have specialisms for example they may have undergone training in speech and language, Behavioural Management, Off site and adventurous activities and MIDAS training.*

**8. How will my child be included in activities outside the classroom including school trips?**

*As a fully inclusive school, all children participate in whole school, curriculum and off site activities. The extent to which each child participates and the levels of support received will vary*

*between children and across time but we differentiate the activities and expectations to enable all children to take part.*

*Parents are asked to give generic permission for their child to participate in activities in support of the curriculum. All off site activities will be risk assessed.*

**Carr Hill High School and Sixth Form Campus** also provides a wide variety of lunch time clubs and after school clubs for the children. All children have the opportunity to take part in clubs that are of interest to them.

#### **9. How accessible is the school environment?**

**Carr Hill High School and Sixth Form Campus** classrooms are a good size and the site is both safe and secure. Some areas within the school are inaccessible by wheelchair users but provision will be made to enable full participation in an alternative room. All specific areas have risk assessments such as the play grounds, technology room and Science laboratories.

**10. How will Carr Hill High School and Sixth Form Campus prepare and support my child to join the school?** Prior to any place being offered, you and your child are welcome to attend open days and evenings. Your child will also be invited to attend transition days which start from y5 and continue into y6. Additional support days can be arranged to help transition into our school. Once a place at Carr Hill High School and Sixth Form Campus has been confirmed, parents will be invited to meet the Head and College Leaders along with your Childs mentor.

#### **11. How will Carr Hill High School and Sixth Form Campus prepare and support my child leaving school?**

From Year 9 (approximately 14 years of age) children on a Statement of need will receive a Transition Review which concentrates on learning and holistic outcomes as well as focusing upon transition planning. The aim for the school is that both our children and families are fully satisfied with the Post-16 placement for our children either in our sixth form college or

We support parents throughout this process and taster days at our sixth form college are set up for all children. We also involve Young People's Services at the reviews to help support choices and guide parents and students with any paper work and advice if they need it, for example they might help with applying for an apprenticeship.

#### **11. How are Carr Hill High School and Sixth Form Campus resources allocated and matched to children's special educational needs?**

Each child receives support matched to their own level of Special Educational Need. This will vary across each day and throughout their time in school, as the level of support is directly related to their needs and circumstances.

#### **12. How is the decision made about what type and how much support my child will receive?**

*On a daily basis, the class teacher determines the level of support for individual children and is guided by the outcomes in the Statement of Need or advice from the Senco or assistant Senco.*

*When children whose SEN circumstances, health requirements or complex learning needs indicate that additional support maybe required, discussions are held by the Additional Needs Team and other associated teaching staff to determine what this might be. Usually this support can be targeted at specific times, such as break times. If even higher levels of support are required, this is agreed by the Additional Needs Team.*

### **13. Who can I contact for further information?**

*The first point of contact for anything relating to your child's education is your child's mentor, classroom teacher and College Leader. We encourage parents not to wait for the next formal opportunity to meet but to contact the school when required. Staff are always available to talk outside of teaching hours or an appointment can be made for a mutually convenient time. Please either telephone or write in the Home School planner.*

### **14. What should you do if you feel that the Local Offer is not being delivered or is not meeting your child's needs?**

Parents who believe their child's needs are not being met within school are asked to meet with the Senco to talk through their concerns.

### **15. How is our local offer reviewed?**

Our local offer was developed in consultation with the LEA, staff, Governors and parents in June 2014 and will be reviewed by the Senco and Governors on an annual basis, as from September 2014.

**The Senco is Mrs Carol Keaskin and the Assistant Senco is Mrs Helen Hogarth.**

**Finally should you want to know more about our school please look at our web site**

**[www.carrhillhighschool.com](http://www.carrhillhighschool.com)**