



# Hopelands Preparatory School

## SEN Policy

### ADMISSIONS AND SPECIAL NEEDS

We are a non selective school and welcome all children who can make the most of the opportunities that we offer and can flourish in the caring environment of Hopelands Preparatory School. Treating every child as an individual is important to us and we welcome pupils with special educational needs, providing that our Learning Support Department can provide them with the support that they require. We do not, however, have the facilities to offer highly specialised and intensive treatment.

We advise parents of children with special educational needs to discuss their child's requirements with the school before he or she comes so that the school can make adequate provision for him/her. Parents should provide a copy of an Educational Psychologist's report or a medical report to support their request, for example, for extra time or other special arrangements.

### ON ENTRY

Each pupil with a special educational need requires special consideration and treatment. If appropriate, adjustments will need to be put in place. We will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for their child once they have accepted the offer of a place and before he/she becomes a pupil at the school.

Our Learning Support Department is able to support each pupil with a specific learning difficulty in the following areas:

- Dyslexia
- Numeracy
- Dyspraxia
- Literacy
- Spellings
- Reading

### MONITORING AND REVIEW

The school can arrange for pupils with identified or suspected learning difficulties to be assessed by a specialist so that we can identify the areas that require support. The school can arrange specialist one to one lessons and help with study skills outside the normal curriculum. We work closely with the child and his/her parents and to help him/her to overcome the barriers that his/her difficulties present.

Our SENCO will prepare an Individual Education Plan (IEP) for each child setting achievable targets. The child, together with his/her parents and teachers reviews the plan regularly, and the child is encouraged to take ownership of it and to set his/her own targets.

## **PHYSICAL ACCESSIBILITY**

We recognise that some children with special education needs may also have physical disabilities. Parents and prospective parents of disabled children can obtain copies of the school's Disability Policy Accessibly Plan from the school office.

## **OTHER ADJUSTMENTS**

We are able, depending on need, to arrange for children to use laptop computers in classes.

## **ENGLISH AS A SECOND LANGUAGE**

In order to cope with the academic and social demands of Hopelands Preparatory School, pupils should be fluent English speakers. We may recommend that some children, whose first language at home is not English, receive tuition in English as an additional language.

## **STAFF TRAINING**

All staff (including teaching and support staff) are given training on working with disabled pupils. Our teaching staff receive training on the learning needs of pupils with special education needs and disabilities.

## **CHARGING POLICY**

Specialist learning support assessments and lessons are charged as extras at £25.00 per hour. This is reviewed annually by the Bursar.

This policy was adopted at a meeting of

Hopelands Preparatory School

Held on

17<sup>th</sup> February 2011

Date to be reviewed

17<sup>th</sup> February 2012

Signed on behalf of the senior management team



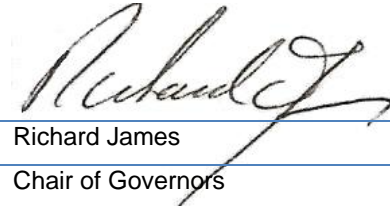
Name of signatory

Sheila Bradburn

Role of signatory

Head

Signed on behalf of the Governing Body



Name of signatory

Richard James

Role of signatory

Chair of Governors