Special Educational Needs at Kingsley Senior School

Frequently Asked Questions

1. Who is the SEND Team?

Mrs. M. Bruchez – SENDCO
Mrs. R. Athwal – Assistant SENDCO
Mrs. B. Freeman – Qualified Exam Access Assessor and Learning Support Teacher in Senior School
Mrs. S. Imeson – Learning Support Teacher in the Prep School
Mrs. K. Blayney – Higher Level Teaching Assistant supporting in the Prep School and Senior School

2. How can I contact the Learning Support Team or SENDCO?

The **Learning Support Team** can be contacted via the main school telephone number or via email:

Telephone: 01926 425127
Email: TKS-Schooloffice@warwickschools.co.uk

Martha Bruchez, the **SENDCO** can be contacted via the main school telephone number or via email:

Telephone: 01926 425127
Email: m.bruchez@warwickschools.co.uk

3. What types of SEND do you support?

We support pupils with needs in four areas:

- Communication and Interaction
- Cognition and Learning
- Social, Emotional and Mental Health
- Sensory and/or Physical
  Support is personalised to meet a child's needs.

4. How do you identify pupils who need extra help?

- We use information from previous schools.
- Teachers assess pupils through observations and informal assessments.
- Concerns raised by parents, staff, or external agencies lead to a collaborative review of the pupil's needs.

5. How are parents involved?

- Progress reviews/parents' evenings
- Discussions about changes to support
- Opportunities to visit the school
- Regular contact with the pupil's Teacher, Head of Year, or SENDCO for any concerns

6. How are pupils involved?

We value pupil voice. Pupils share their views through check-ins and reflections as part of the **Assess, Plan, Do, and Review** process.

7. How do teachers and staff know about my child's needs?

The Learning Support Department creates pupil profiles based on reports from professionals. These profiles highlight each pupil's strengths, areas of difficulty, and strategies that will help them succeed in the classroom.

For some pupils, we also create a pupil passport in collaboration with them. This is usually for pupils who do not have a professional report but still experience challenges that teachers need to understand and address.

8. How do you teach pupils with SEND?

We provide inclusive and adaptive teaching in mainstream classrooms, with some lessons supported by additional adults. Some pupils receive one-to-one or take part in small group interventions. Support is personalised to meet a child's needs.

9. How do you assess the progress of pupils with SEND?

Pupils follow the same assessment procedures as their peers. Methods include:

- Written and verbal assessments
- Speaking and listening tasks
- Practical and performance-based assessments
- Standardised testing

Personal targets and feedback help guide progress.

10. How do you review the impact of support/interventions?

We gather feedback from pupils, parents, staff, and professionals to evaluate effectiveness. Support/interventions are regularly reviewed and adapted, and progress towards targets is shared with parents during subject teacher parents' evenings, regular communication from the Learning Support Department and an end-of-year review meeting.

11. What should I do if I need to request information for my child's assessment outside of school?

If you have a request for information for an assessment outside of school, please submit the relevant forms provided by the outside agency to the school. Once we receive the forms, we require a turnaround period of up to two weeks to complete them, although we always aim to process and return them sooner where possible.

12. How do you use external professional reports?

We use recommendations from external professionals as a guide to plan support. These recommendations help us shape approaches that benefit the pupil and reflect their current and observed needs. Where appropriate, this may include group work or one-to-one support alongside high quality teaching and adaptive classroom strategies. While we aim to follow these suggestions wherever possible, we focus on implementing those that are most effective and practical within our school setting. We work closely with families to ensure that the support provided is meaningful and tailored to the child's needs.

13. What support is available for exams?

We provide access arrangements approved by Joint Council for Qualifications (JCQ), such as:

- Extra time
- Laptop
- Computer reader
- Adapted materials
- Supervised rest breaks

Parents are informed in writing about any formal arrangements approved by JCQ.

14. How do you support pupils' emotional and social development?

We place equal importance on emotional and social development alongside academic progress. Support may include:

- Mentoring and check-ins with trusted adults
- Enhanced transition programmes
- Interventions to build confidence, self-esteem, emotional literacy, and social skills

Where needed, we work with external agencies such as the Educational Psychology Service, CAMHS and RISE.

15. How do you ensure staff expertise and training?

Staff receive ongoing professional development, including SEND-specific training delivered by specialists and external professionals. Updates and best practices are shared weekly via our Friday Forecast and Teams platform.

16. How do you prepare pupils for transitions?

We offer enhanced transition programmes for pupils moving between key stages or joining/leaving The Kingsley School. This includes additional visits, liaison with previous or future placements, and meetings with parents and professionals. For pupils with EHCPs, planning begins as soon as The Kingsley School is named as their school.

17. Who else supports pupils with SEND?

Our Pastoral Team works with external agencies such as:

- Educational Psychologists
- Specialist Teachers
- Early Support Officers
- Social Workers
- Therapists
- Health and social care professionals

18. Where can I find Warwickshire's Local Offer?

Visit: **www.warwickshire.gov.uk/send**

This site provides information about support and services for children and young people (0–25) with SEND.

19. Which agencies and stakeholders do you work with?

- Warwick Schools Foundation
- Local Authority SEND services
- Warwickshire Virtual School
- Warwickshire Family Connect and Early Support
- Educational Psychology Service
- NHS partners (SALT, GPs, paediatrician)
- Children's Social Care
- CAMHS
- Local charities and third-sector organisations