The SEND Journey at Billingshurst Primary Academy

Graduated Approach: Assess, Plan, Do, Review (APDR) Cycle

Key:
Teacher
SENDCo
Teacher & Inclusion Team

NB. The Inclusion Team, includes the SENDCo, SEND Administrator and year group Intervention Teachers.

START: Area of need identified by the class teacher or concern raised by parent or information from Data Review by SENCO

Opportunity for teachers to discuss concerns with SENCO. Opportunity for parent to discuss worries with teacher or SENCO depending on severity of concern. A concern raised in pupil progress meeting by SENCO would lead to further discussion with teacher and possibly parent.

Adjustments are made to in-class provision using the Ordinarily Available Inclusive Practice (OAIP) document and the Tools for Schools website. Impact is monitored by the teaching team.

Possible in-class observation by SENCO if required.

Pupil's progress is monitored and reviewed by the class teacher.

Is the pupil making progress?

Yes

No

Further discussion with SEND team to consider whether the child needs to join the SEND register i.e. needs specific individual learning targets or whether a further period of initial adjustments needs to be completed.

Meeting with parents/carers to discuss the possible need for individual targets.

Pupil added to SEND register

Individual Learning Plan (ILP) created with parents/carers, teaching team and SEND team. Parents receiving official confirmation that their child in on the SEND register. Targets will be reviewed termly and shared at parent consultations.

Is the pupil making progress?

Yes*

Continue with support. If child makes significant progress, consider removal from SEND register – inform parents

No

Consider referrals to external agencies. Additional advice acted upon as part of assess, plan, do, review, cycle.

Yes*

Pupil's progress is monitored by the class teacher and SEND Team over three terms through the ILP and Parent Consultation process.

Is the pupil making progress?

No

Once the ILPs have run for three terms then further external agency advice is sought, if appropriate. This is shared with parents/carers, the teaching team and SENDCo.

Yes*

Pupil's progress is monitored by the class teacher and the SEND Team.

Is the pupil making progress?

No

If school feel it is appropriate, information and evidence is gathered over three terms and an application made for an Education & Health Care Plan (EHCP). There is no guarantee that an EHCP will be granted. If an EHCP application is successful then targets are reviewed three times a year through the PC process and annually through the Annual Review process.

* If a pupil is making appropriate progress then new targets are continued for three terms. If the pupil continues to make good progress then eventually they can be removed from the SEND Register if agreed by parents/carers, the teaching team and the SENDCo.