

**CARLYLE INFANT AND NURSERY SPECIAL EDUCATIONAL
NEEDS AND DISABILITIES (SEND) INFORMATION REPORT
APPENDIX**

FOR COVID-19 TEMPORARY ARRANGEMENTS

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Purpose of this document

This document is intended to be a temporary appendix to our SEND Information Report which can be found on the academy website: <http://www.carlyleinfantnurseryacademy.co.uk/>

Whilst the majority of our Information Report and SEND Policy remains relevant during the temporary school arrangement, the procedures we need to follow and the organisation of SEND arrangements will differ.

At all times, we will ensure our approach is child-centred and considers what is in the **best interests** of the child and act accordingly. We recognise the extra-ordinary barriers which exist in the current situation and have put in place procedures to support our pupils with special educational needs (and the wider community).

Additional Contact Details

The SEND team at the Academy is:

Principal: Mrs L Besenzi
Deputy Principal/SENCO: Mrs S Curtis

If you have any questions during this time please feel free to contact Mrs L Besenzi and Mrs S Curtis on the numbers/emails below and we will answer your questions as soon as possible.

Email: info@carlyle.theharmonytrust.org

Arrangements for contacting families and children during this period

Pupils with Education, Health and Care (EHC) plans

Many children and young people with EHC plans can safely remain at home. We will consider the needs of pupils with an EHC plan, alongside the views of their parents and the Local Authority and make a risk assessment for each child or young person. The duty to ensure provision remains with the local authority.

They will need to consider a number of different risks to each individual, including:

- the potential health risks to the individual from COVID-19, bearing in mind any underlying health conditions. This must be on an individual basis with advice from an appropriate health professional where required
- the risk to the individual if some or all elements of their EHC plan cannot be delivered at all, and the risk if they cannot be delivered in the normal manner or in the usual setting
- the ability of the individual's parents or home to ensure their health and care needs can be met safely
- the potential impact to the individual's wellbeing of changes to routine or the way in which provision is delivered

We expect most children with EHC plans will fall into the following categories:

- children who would be at significant risk if their education, health and care provision and placement did not continue, namely those who could not safely be supported at home. This may include those with profound and multiple learning difficulties, and those

receiving significant levels of personal care support. We will work with the LA to try to provide this care.

- children and young people whose needs can be met at home, namely those who are not receiving personal care from their educational setting, or whose limited need for personal care can be met in their family home.

If the local authority has not yet issued a final EHC plan for your child, then they will not automatically fall within the definition of 'vulnerable children' for the purposes of attendance at an education setting during the COVID-19 outbreak. However, their educational setting and local authority have discretion to undertake a risk assessment and offer support if that is needed.

Pupils with EHCPs will receive a regular phone call home from a member of staff within the academy.

During the phone call staff will:

- Introduce themselves (Name and from Harmony Trust)
- Explain that the Government have asked us to phone and see how your family are doing during the school closure – general question “how are you?”

In order to check that you and your family are safe you may be asked the following questions:

- Asking about general welfare (adults and children) – are families aware of who to contact regarding health concerns both physical and mental wellbeing. GP, 111
- Asking about if families have enough food/finances to obtain food will be the most critical should we go into full lockdown.
- Do families have any worries or concerns (managing children's behaviour/creating activities in the home will be something which will be difficult for parents should everywhere go into lock down)
- How is the learning going? Do they need any other resources for learning?

What would we do if we cannot get in contact with a family?

- If we cannot get in contact with a family we will pass this information on to the Local Authority's SEND Team who are supporting families of children with EHCPs.

Children looked after by the Local Authority:

For Looked After Children, the child's EPEP will be updated to reflect the latest arrangements.

HOME LEARNING

Weekly home learning activities during COVID-19

Each week our home learning activities will be updated via the school's website. These can be found under 'Learning' and then 'Classes' section. The home learning will provide your child with year group specific learning in English, Maths and Wider Curriculum, as well as general activities for all and more informal fun activities.

Each week we will also share a weekly newsletter-this will be updated with specific web links to support home learning for children, including those with Special Educational Needs. The links also include resources to explain coronavirus and help manage anxiety.

Please do not hesitate to contact us on the numbers/emails above if you have any further questions about home learning for children with Special Educational Needs.

ONLINE SAFETY DURING HOME LEARNING

Communications with parents will be used to reinforce the importance of children being safe online.

It will be especially important for parents and carers to be aware of what their children are being asked to do online, including the sites they will be asked to access and be clear who from the school (if anyone) their child is going to be interacting with online.

Parents and carers must ensure they only access reputable websites if they are looking for support from online companies and tutors. Support for parents and carers to keep their children safe online includes:

[Internet matters](#) - for support for parents and carers to keep their children safe online

[London Grid for Learning](#) - for support to keep their children safe online

[Net-aware](#) - for support for parents and carers from the NSPCC

[Parent info](#) - for support for parents and carers to keep their children safe online

[Thinkuknow](#) - for advice from the National Crime Agency to stay safe online

[UK Safer Internet Centre](#) - advice for parents and carers

If parents/carers have any concerns whilst online they should report this immediately to the school who can signpost children to age appropriate practical support from the likes of:

- [Childline](#) - for support
- [UK Safer Internet Centre](#) - to report and remove harmful online content

- [CEOP](#) - for advice on making a report about online abuse

ASSESSING AND REVIEWING CHILDREN AND YOUNG PEOPLE'S PROGRESS TOWARDS EHCP OUTCOMES

Local authorities will work closely with educational settings to ensure children's needs can be met. There may need to be temporary changes made to a child or young person's provision in their Education Health and Care Plan during COVID-19 which will be assessed on an individual basis, but the full range of provision will be reinstated once the temporary notice expires.

The Government are proposing to amend regulations to provide for flexibility over matters such as the timescales in EHC needs assessments and the reviews, re-assessments and amendments processes where particular cases are affected by the COVID-19 situation. Carlyle Infant and Nursery Academy has currently suspended all Annual Reviews and will reorganise these as soon as possible. We are currently working on how reviews can be adapted to take place online/via conference calls whilst ensuring the reviews are carried out in a way that includes our children and in an environment that enables everyone to contribute comfortably and confidently.

TRANSITIONS FOR Y2 PUPILS MOVING TO JUNIOR SCHOOL IN SEPTEMBER

All our current information relating to Year 2 transitions remain in place, we are continuously in liaison with junior schools/LA on how to manage transitions should the COVID-19 restrictions continue for an extended period.

Transition from Key Stage 1 to Key Stage 2:

- Transition meeting with staff from both schools
- Record sharing
- Enhanced transition, which includes visits and activities with designated members of staff
- Where appropriate, children may be accompanied, by support staff, on additional visits to their new setting.

ADMISSIONS

The admission arrangements for ALL pupils are in accordance with national legislation, including the Equality Act 2010. This includes children with any level of SEN; those with Education, Health and Care Plans and those without. The Local Authority (Derby City Council) administers admissions into the school.

ACCESSIBILITY

Additional adaptations are made for children with physical impairments, on an individual basis, with the support of specialist outside agencies. See our Accessibility Plan:

<http://www.carlyleinfantnurseryacademy.co.uk/key-info/send/>

COMPLAINTS

The school's complaints procedure can be reviewed in full on the school's website. Complaints Policy <http://www.carlyleinfantnurseryacademy.co.uk/wp-content/uploads/2019/09/COMPLAINTS-POLICY-JULY-2019-HARMONY-TRUST.pdf>

USEFUL CONTACTS RELATING TO PUPILS WITH EHCPs IN DERBY:

Derby City Local offer

A hub of information and advice for children and young people from 0 to 25 with special educational needs and disabilities (SEND) and their families.

<https://www.derby.gov.uk/education-and-learning/special-education-needs-disabilities/>

Council for Disabled Children offer lots of advice and support 02078436000
cdc@ncb.org.uk

stepsadmin@derby.gov.uk 01332 641400

Specialist Team Service, for sensory, physical, social communication and autism including Early years impairment, providing advice for parents.

Umbrella 01332 785658 -support young people aged 5-30 with special needs including Sensory, Learning and Behavioural disabilities and additional needs.

umbrella.uk.net

familysupport@umbrella.uk.net is the email address.

SENDIASS - information for parents and support with EHC draft plans.

01332 641414

sendiass@derby.gov.uk