



Westlands Primary School

SEND Process

1. Early Identification -

Class teachers or parents/carers would raise any initial concerns and have a discussion to consider support required - within the classroom setting. Children may then be added to the class provision plan, should interventions be necessary. Where behaviour is a concern, an individual Thrive Profile should be carried out and action plan implemented.



2. Individual Support Plans –

Where additional support, over and above Quality First Teaching/Mainstream Core Standards are recognised; the class teacher, parents/carers and school Inclusion Team would assess the child and a SEN Personalised Plan with specified targets, would be written and agreed – with built in review dates. At this stage it may be agreed that the child should be added to the SEN Register.



3. Discuss next steps –

At the review meeting, either: removal of the Personalised Plan due to good progress made, or proceed with the plan and consider additional support from outside agencies such as Early Help and/or LIFT (Local Inclusion Forum Team). ***Parents will also be advised to attend a parent course where behaviour is a concern, should the intention be to later refer to the paediatricians.***



4. Complete the Early Help/LIFT consent forms-

Identify appropriate professionals to refer to and feedback provided to parents/carers of the next steps – this would take place with the support of Inclusion Team, alongside the class teacher.



5. Specialist will make appropriate observations –

School will follow recommendations requesting any further support and/or additional screens, if required.



6. Next Step –

Decision to close the Early Help process or request assessment from further outside agencies such as paediatricians (this cannot take place without significant evidence such as other agency involvement (LIFT, SALT, Early Help and parents having taken part in a parenting course).



7. Final Steps –

Application for an Education Health Care Plan - may be considered – where sufficient evidence can be provided to the SEN Office. Class teachers and Inclusion team involved in this process together with the parents.