



SEN and Disability

Local Offer: Secondary Settings

Mainstream, Short Stay Schools,
Special Schools and Academies

Name of School:

Corpus Christi Catholic High School

School Number: 06121

School/Academy Name and Address	St. Vincent's Road, Fulwood, Preston. PR2 8QY	Telephone Number	01772 716912
		Website Address	http://www.ccc.lancs.sch.uk/
Does the school specialise in meeting the needs of children with a particular type of SEN?	No	Yes	If yes, please give details:
	X		
What age range of pupils does the school cater for?	11-16 years.		
Name and contact details of your school's SENCO	Miss J Bell		

Name of Person/Job Title	Miss J Bell SENCO / Associate Assistant Headteacher		
Contact telephone number	01772 716912	Email	jbel@ccc.lancs.sch.uk

Please give the URL for the direct link to your school's Local Offer	http://www.ccc.lancs.sch.uk/learningsupport/14185.html
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Name	Miss J Bell	Date	03.05.2022
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Accessibility and Inclusion

What the school provides

- Disabled parking is available and there is wheelchair access to all buildings except the humanities block.
- The main school hall has been carpeted but acoustics remain poor. The majority of classrooms are carpeted, have window blinds and wall displays.
- There are disabled toilet facilities in both the main building and in St Vincent's Hall. There are showering facilities in the disabled toilets in St Vincent's Hall.
- There is a lift to all floors in the main school and in St Vincent's Hall. However, there are six steps leading to the modern foreign language corridor and four steps leading to the humanities block.
- Wherever possible, the school will endeavour to engage an interpreter for parents and families whose first language is not English.
- If possible, the school will always try to provide assistance for parents/carers who use sign language as a means of communication.
- Policies are available in print format from school and from the website. All information can be downloaded and adapted as necessary.
- Specialised equipment can be purchased if appropriate. Textbooks and examination papers can be modified if necessary.

What the school provides

- Pupils with SEND are usually identified during the Year 6/7 transition visits to the primary schools. Pupils are placed in forms of mixed ability, however are placed in ability sets for the teaching of core subjects. All pupils are assessed using CAT tests on entry. Any mid-year transfers are tested soon after arrival. Year 7 pupils are tested using the LASS dyslexia screener. The school will refer to the Educational Psychologist for further assessment or diagnosis as appropriate following consultation with parents/carers.
- Classroom-based support and intervention can take place in small groups, or whole-class settings. Classroom-based support is available through a team of experienced Teaching Assistants. Intervention can take place during or after the school day.
- Literacy and numeracy interventions are available through timetabled lessons and activities. This is a priority of the school designed to promote independent learning and curriculum access. There are laptops and alpha smart keyboards available in school to enhance the learning process and to assist identified pupils with handwriting and recording difficulties. The Educational Psychologist provides the majority of specialist support in school, but school will consult staff from a variety of external agencies to advise and support across the range of SEND.
- All relevant staff receive ongoing training through curriculum development time or INSET. Specialist nurses and agencies are able to provide advice and training to support pupils with SEND and medical conditions.
- Updates are made available to staff by the Head of Learning Support via the weekly bulletin or face to face meetings. Internal and external training is available to support the staff.
- Within the SEND team, staff have a range of specialist skills. These include expertise in Autistic Spectrum Disorder, Specific Learning Difficulties: Dyslexia and Social, Emotional and Mental Health Difficulties.
- School works within the examination board guidelines to put into place Access Arrangements that are appropriate and meet the needs of the individual pupil.
- Individual teachers are responsible for making lessons accessible to all.
- Educational progress and outcomes are shared with parents through progress reports each term, progress review meetings and annual reviews.
- There are a small number of pupils who access courses that are on offer from external providers. These lead to Key Stage 4 Vocational Qualifications.
- Every pupil in Year 10 has the opportunity to enact work experience as part of the curriculum.

Reviewing and Evaluating Outcomes

What the school provides

- All Education, Health and Care Plans are reviewed on an annual basis.
- Reviews are carried out in line with statutory guidance.
- Advice is provided by the school, external agencies, the pupil and the parent/carer. Documentation is shared in advance and meetings are held at mutually agreed times. Summary advice is sent to the LEA. Pupils are always encouraged to participate in their review meeting.
- Progress of other pupils with SEND is monitored each term in line with school assessment procedures. Internal tracking systems are used to highlight progress of individuals as well as identified groups.
- Progress data is shared with parents three times each year, in written format, as well as face to face at parents' evenings and review meetings.
- The Head of Learning Support is available to discuss individual pupils at any point, usually by appointment, to ensure privacy and confidentiality.
- The effectiveness of our provision is measured in terms of the progress that individuals and groups of pupils make over time. The school assesses the progress and attainment of each child termly and this is reported to parents. The progress of pupils engaging in intervention programmes is measured each term.

Keeping Children Safe

What the school provides

- Individual risk assessments are undertaken by the Business Development Director and the Head of Learning Support as and when required and are updated on a regular ongoing basis. Advice may be sought from a specialist teacher if appropriate, for example to assess risk for pupils who have visual or hearing impairment or a physical disability.
- If necessary, a Teaching Assistant will be assigned to meet pupils at the start of the day and escort them to their vehicle at the end of the day.
- There is a designated pick up and drop off area.
- Risk assessments are undertaken for all classrooms, areas around school and all activities undertaken within school. These include reference to provision for pupils with SEND.
- Risk Assessments are always completed for all trips away from the school site. These include provision for pupils with SEND.
- The school's anti-bullying policy can be found on the school website.

Health (including Emotional Health and Wellbeing)

What the school provides

- It is preferable that parents/carers administer or supervise the self-administration of medicine to their children. In rare cases when this is not practical, parents/carers may make a written request for medicine to be administered to the child in the school.
- All medication is kept in a secure place in the school office. For the safety of all the community, pupils are not allowed to carry medicines in school.
- Medications are all clearly labelled to identify the pupil it belongs to. Names are checked carefully and instructions read before a record of any administration is noted.
- Instructions for administration are kept with the medication.
- Some medications are required to be kept refrigerated. These are kept in a clearly marked area of the refrigerator.
- For pupils with long term or complex medical and medication needs a Care Plan is drawn up in conjunction with the parents, child and medical professional.
- Care Plans are shared with all staff. They are reviewed by a nurse annually or if circumstances change.
- In the event of a medical emergency, the member of staff will contact a first aider who will make the decision regarding treatment on the spot, or whether to call for an ambulance. In the event of a serious incident an ambulance is called immediately, along with the emergency contact adult.
- Additional training for staff or first aiders is arranged via the school nurse, or specialist nurse practitioners. Three members of staff specialise in caring for pupils with diabetes.
- The school will make every effort to continue the administration of medication to the pupil whilst on trips away from the school premises and during sporting activities. Staff take a copy of individual Care Plans on school trips.
- The school does not have any health professionals in residence. Any service can make an appointment to visit a child on site, with parental permission and subject to the school safeguarding protocols.

A copy of this can be found on the school website www.ccc.lancs.sch.uk

Communication with Parents

What the school provides

- We have a variety of ways in which it is possible to contact the school and pride ourselves on our communication with parents. Each year group has a dedicated Head of Year and access to a Pastoral Support Officer who are always available to talk to parents regarding any issues that may arise during the school day.
- The safeguarding of our pupils is of paramount importance and we have two members of our Extended Leadership Team who have a responsibility to monitor and intervene with any safeguarding issues.
- Parents are always encouraged to make an appointment to meet with members of staff if they have any issues. On the occasions where parents call into school, every effort is made to address any issues of concern that they may have.
- Parents are always kept up to date with any behavioural or attendance issues through phone calls home, our weekly newsletter, our school website and through School Synergy.
- We have guidance and information evenings throughout the year, with specific evenings for Year 7 transition, Year 9 options advice and the launching of Year 11 revision.
- We have an Open Evening for new and prospective parents of Year 7 held in the Autumn Term.
- Parents have a forum through the *OFSTED Parent View* website or through our regular questionnaires that we give to parents at our Parent's Evenings. Any issues that arise from these questionnaires are followed up on an individual basis.
- Each pupil receives 3 reports a year. The report details current progress and effort levels. It also gives information about attendance and information from the form tutor. Each parent has an opportunity to comment about their child's report and any concerns are followed up by the Head of Year.

Working Together

What the school provides

- Throughout the year all pupils complete a Pupil Voice survey. This information is collated and any negative responses are followed up by Heads of Year and Pastoral Support Officers.

- The school has a Pupil Council with a representative body from each year group. Each form is represented and the Head Boy and Head Girl sit as the chair on this body.
- We always welcome feedback from our parents and they can always contact members of staff if they have any issues. Through our reporting system parents have the opportunity to write a comment which in every case is responded to by the relevant teacher.
- We have a full complement of parent governors on our governing body.
- The Head of Learning Support meets regularly with the SEND Governor, Mrs J Butterworth, to share information, discuss areas for improvement and to highlight any concerns. The Head of Learning Support is invited to attend the Standards and Effectiveness committee meetings to update the governors on the current provision for pupils with SEND. A termly update is also presented in writing to the full Governing Body.
- Home/school agreements are signed by all pupils and parents/carers when they transfer to Corpus Christi. Support is available if requested.

What Help and Support is available for the Family?

What the school provides

- The Head of Learning Support is available to support parents/carers to complete forms and paperwork on request.
- Information, advice and guidance can be accessed through the Head of Learning Support and through referral to the Educational Psychologist.
- Our Head of Careers ensures that impartial careers advice and guidance is delivered to pupils through CPSHE sessions, assemblies and career focused vocational days. A wide range of external agencies and colleges are invited into school to assist in this delivery.
- Pupils are given support in completing applications.
- The school can refer parents/carers to the SEND Information Advice and Support Service for support and advice on supporting pupils with Special Educational Needs and Disabilities.
- Working in partnership with the Local Education Authority Travel, we support the information received by parents concerning travel plans.

Transition from Primary School and School Leavers

What the school provides

- The school works with feeder primary schools and representatives from the SEND Information Advice and Support Service from Year 5, through to arrival in Year 7.
- The school holds an Open Evening each year in the Autumn Term and parents are encouraged to attend. Follow up meetings are offered on a one to one basis with the Head of Learning Support.
- The Year 7 team visits all primary schools to collect information regarding pupils transferring to Corpus Christi in September. Information sheets are posted to the primary schools where details regarding pupil ability, Special Educational Need or Disability and any other relevant personal information is recorded to promote a smooth transition into secondary school life.
- Transition visits start in the Spring Term for some pupils, following early liaison with feeder schools.
- Individuals and small groups of students are given increasing access to the school, via pre-arranged visits.
- Impartial careers advice and guidance is delivered to all pupils.
- Pupils and parents can request an interview at any point.
- The school offers support to pupils in completing applications.
- The Head of Learning Support works closely with pupils, parents and external providers to ensure a smooth transition to post-16 provision.
- Taster sessions are offered and usually taken up by pupils in the summer term of Year 11 accompanied by a Teaching Assistant if required.
- Additional advice and information is provided to colleges and training providers by the school, with the agreement of the pupil and family.

Extra -Curricular Activities

What the school provides

- There are a number of activities held every evening after school and a late bus is provided at 3.30pm each day. .
- Homework club is available for KS3 and KS4 pupils each evening from 2:30pm until 3:30pm.
- All clubs, activities and residential trips are open to all children. Risk assessments are completed and the necessary steps taken to ensure that they are inclusive.

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