



SEN and Disability

Local Offer: Rhyddings Business and Enterprise School

www.lancashire.gov.uk

Accessibility and Inclusion

What the school provides:

Currently Rhyddings is based in a temporary building that is fully accessible to wheelchair users. There is lift access, disabled toilet and changing facilities. The school also has several disabled parking bays situated at the front of the building.

- Rhyddings@Hameldon accommodates just over 550 pupils.
- The building consists of a ground, lower and upper floor and there is one disabled lift.
- All parts of the building are accessible corridors are wide and spacious.
- Some of the rooms have no windows or blinds, a few have air conditioning
- There is a large school hall and there are two dining areas
- Policies are available in various print formats from school, upon request. All policies can be downloaded as necessary.

Keeping Children Safe

What the school provides:

Rhyddings is currently providing transport to pick and drop students off at the Hameldon site. Students are allocated a bus stop and bus number in accordance with their post code. Year 7 students are allocated a bus specifically just for this cohort alongside an additional bus, which is allocated for our most vulnerable students which is staffed by teaching assistants Throughout the school day we provide a shuttle bus service for any students who need to be returned back to the Rhyddings site.

- The Hub kitchen area provides a safe-haven and supervised support for children at break and lunchtimes.
- All school trips are processed through the “EVOLVE” system by the group leader for that trip and risk assessments are completed
- School policy on safeguarding is clear and all staff must attend safeguarding training
- The school’s anti-bullying policy is available by a direct link on the school website and hard copies are available on request.
- Any necessary risk assessments are made when a place at this school is confirmed. Should the need emerge at any point this will be done in a timely fashion. All assessments will be subject to review at agreed times.

Reviewing and Evaluating Outcomes

What the school provides:

- All EHCPs are reviewed on an annual basis.
- Reviews are carried out in line with statutory guidance for reviews.
- Advice is provided by the school, external agencies, the pupil and the parent/carer.
- Documentation is shared in advance, and meetings held at mutually agreed times. Summary advice is sent to the LEA, the parent/carer and school.
- Pupils are always encouraged to participate in their meeting.
- Progress of other pupils with SEND support needs is routinely monitored 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.
- The SENDCo is available to discuss individual students, usually by appointment, to ensure privacy and confidentiality.
- The effectiveness of our provision is measured in the progress that individuals and groups of students make over time.
- The school is required to measure academic progress using nationally agreed standards and criteria, as well as progress in personal development (including individual social and emotional targets).

Health (including Emotional Health and Wellbeing)

What the school provides :

- Medication can be administered by trained First Aid staff upon arrangement.
- All medication is kept under lock and key in a central place in our Triage office. For the safety of all the community, pupils are not allowed to carry medicines in school.
- Medications in the drawer 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/ Care Plan.
- All medication is checked regularly for expiry dates, and parents contacted to replace if necessary.
- Some rescue medications are required to be kept refrigerated. These are kept in a clearly marked area of the refrigerator.
- A Care Plan is drawn up in conjunction between the parents, the child and a healthcare professional.
- Care Plans are held centrally in an electronic file store. They are reviewed by the Healthcare professionals at least annually or if circumstances change.
- Additional training for staff or first aiders is arranged via the designated staff member or specialist nurse practitioners.
- In the event of a medical emergency, the member of staff is instructed to make an initial assessment and contact a first aider. The first aider will make the

decision about the most appropriate course of action. In the event of a serious incident an ambulance is called immediately, along with the emergency contact parent/carer.

- The school does not have any health or therapist on site. Any service can make an appointment to visit a child on site, with parental permission and subject to the school safeguarding protocols.
- The school has designated and trained mental health first aiders and pupil mental health and well-being ambassadors
- Pupils can access an Ex-Forces mentor currently based in school
- There are regular visits from the school nurse, who has drop in sessions, Speech and Language services, CAMHS workers, Educational Psychology Service, Child and Family Wellbeing agencies.

Communication with Parents

What the school provides:

- The school liaises with feeder primary schools from year 6 through to arrival in year 7.
- The school holds an Open Evening each year in September and parents are encouraged to attend.
- Follow up meetings are offered on a one to one basis with the SENDCo, following Open Evening.
- Transition visits start in the spring term for some pupils, following early liaison with feeder school.
- Individuals and small groups of pupils are given increasing access to the school, via pre-arranged visits.
- Year 6 pupils are invited to join in Summer School activities. All including those with SEND are offered Careers and Education Advice.

Working Together

What the school provides:

- The school has an active student voice.
- We have a Junior Leadership team which meet regularly.
- Staff appointments involve a pupil panel which meets with candidates, asks prepared questions and feeds back information to the appointments panel.
- Students are asked to complete a questionnaire about school, their learning and wellbeing, on a regular basis.
- Parents are encouraged to complete feedback information sheets and questionnaires after visits to school and parent's evenings
- Students with an EHCP can make their views known in the student's feedback in Annual Reviews, as do parents.
- The constitution of the Governing Body requires parents to be represented on the body. When a vacancy arises or a term of office expires, vacancies are advertised via the website and by letters home.

- Parents then apply for the vacant positions as set out under the constitution
- Home/school agreement is signed at the start of year 7 and explicitly supports safety and safeguarding for all.
- There is a governor linked with SEND who reports back to full Governing Body. Reports emphasise the involvement, and the impact this has produced, by key agencies. This ensures there is a regular, comprehensive review of provision.

What Help and Support is available for the Family?

What the school provides:

- The school website clearly signposts where support can be found.
- Designated Careers advisor ensures that impartial careers advice and guidance is delivered to pupils.
- A wide range of external agencies and colleges are invited into school to assist in this delivery.
- Vulnerable pupils receive one-to-one advice and guidance as required by statute.
- Students are given support in completing application forms.
Parents can contact the SENDCo and Continent Leader if they are needing any further support.

Transition from Primary School and School Leavers

What the school provides:

- The school has a **school mobility officer** who coordinates the transition from feeder primary schools and alternative provision.
- The school holds an Open Evening each year in September and parents are encouraged to attend.
- Follow up meetings are offered on a one to one basis with the SENDCo, following Open Evening.
- Transition visits start in the spring term for some pupils, following early liaison with feeder school. ☒
- Individuals and small groups of pupils are given increasing access to the school, via pre-arranged visits.
- Year 6 pupils are invited to join in Summer School activities.
- We have a specialist careers adviser
- All including those with SEND are offered 1-1 Careers and Education Advice
- The SENDCo liaises with further education providers with regards to the needs of pupils with SEND
- Additional advice and information are provided to colleges and training providers by the school, with the agreement of the pupil and family of SEND children.
- Local Colleges attend KS4 parent evenings.
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Extra Curricular Activities

What the school provides:

- The school does not offer childcare before or after school.
- There is a wide range of extra-curricular available to all pupils.
- The activities include sport, music and drama.
- All clubs, activities and trips are available to all pupils, but may be subject to risk assessment.
- Some trips and visits are subject to a voluntary contribution from parents/carers
- A small fund is available to cover essential curriculum visits, in cases of hardship.
- Where places are oversubscribed parents will be informed as to how places will be allocated.
- The school makes support available to socially or emotionally vulnerable students in preparation of accessing new activities and actively promotes social integration and friendship support under the supervision of adults.