

Plymstock School – SUMMARY SEND INFORMATION REPORT (SIR)

Updated October 2025

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Assistant SENDCo: Mrs K Fenwick

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Contact email: clerk@westst.org.uk

Contact phone number for Plymstock School: 01752 402679

School Offer link: <https://www.plymstockschool.org.uk/page/?title=SEND&pid=18>

A hard copy of this document as well as the document with enlarged font size is available from the school on request. Please contact SEND Administrator - Mrs S Tomlin on email at SEND@plymstockschool.org.uk or call the school. The document can also be provided in translated versions upon request.

A summary version of the document is also provided in the SEND section of the school website. If you find any difficulty with accessing the links in this document, please contact Mrs S Tomlin on the email address above.

1. INFORMATION ABOUT PLYMSTOCK SCHOOL'S SEND POLICY

SEND Policy – What It Means

Plymstock School follows the law to support students with special educational needs and disabilities (SEND).

- A student has SEND if:
 - o They find learning much harder than others their age, or
 - o They have a disability that makes school life more difficult
 - Support can be short-term or long-term, depending on the student's needs.
 - We make sure every student gets the help they need to learn and succeed.
- You can find the full SEND Policy, Accessibility Plan, and Complaints Policy on the school website. <https://www.plymstockschool.org.uk/page/?title=Policies&pid=16>

2. THE KINDS OF SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) FOR WHICH PROVISION IS MADE AT PLYMSTOCK SCHOOL

The SEND Code of Practice (2015) outlines four key areas of need:

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1. ****Communication and interaction**** - This includes needs related to speech, language, and communication, as well as conditions like Autism Spectrum Disorder.
2. ****Cognition and learning**** - This covers specific learning difficulties, such as Dyslexia and Dyspraxia, as well as moderate learning difficulties like Auditory Processing Difficulties.
3. ****Social, mental, and emotional health**** - This area includes conditions such as Attention Deficit Hyperactivity Disorder (ADHD) and Attachment Disorder.
4. ****Sensory and/or physical needs**** - This encompasses issues like Visual and Hearing Impairments, as well as support for wheelchair users.

It is important to note that having a different home language does not mean a student has a learning difficulty.

Support for Looked After Children

The Designated Teacher is our DDSL, Sophie Harris.

3. ARRANGEMENTS FOR CONSULTING WITH PARENTS OF STUDENTS WITH SEND

Every student with special educational needs or disability (SEND) will have a specific person in the Learning Support team that parents can talk to about their child's needs. The Learning Support Department is easy to reach and welcomes parents to contact them anytime, whether in person, by email, phone, or Teams.

SEND Team Leader for Y7 students– Mrs Karen Fenwick (Assistant SENDCo)

kfenwick@plymstockschool.org.uk

SEND Team Leader for Y8 students – Mrs Sarah Platten-Higgins

SPlatten-Higgins@plymstockschool.org.uk

SEND Team Leader for Y9 students– Mrs Jasmin Decourcey jdecourcey@plymstockschool.org.uk

SEND Team Leader for Y10 students– Mrs Elly Wright

ewright2@plymstockschool.org.uk

SEND Team Leader for Y11 students–Mrs Elaine Whitehead ewhitehead@plymstockschool.org.uk

SEND Administrator - Mrs S Tomlin

SEND@plymstockschool.org.uk

SEND TEAM telephone: 01752 402679

3.1 STATEMENT ON PARENTS'/CARERS' VIEWS AND CONCERNS

It is really important for us to hear what parents and carers think, feel and experience. You know your child best, and we need to talk openly with you to help your child to do well. We want to help and listen to you because we all want the same thing: for your child to be prepared to be successful in their lives, to build resilience and independence, contributing positively to their communities and with choices around their next steps.

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3.2 HOW WE SUPPORT A PARENT/CARER TO SHARE VIEWS/CONCERNS AND WORK WITH US

Working Together with Families

Plymstock School values good relationships with parents and the community.

We listen to concerns and treat everyone with respect.

If you have a concern, you can speak to:

- Your child's tutor
- Head of Year or Assistant Head of Year
- Subject leaders (e.g. Head of English or Maths)
- The SEND team
- The Leadership Team

4. HOW WE CONSULT WITH THE STUDENTS AND INVOLVE THEM IN TARGET SETTING

Listening to Students

- We believe it's important to hear what students think and feel.
- Students can share their views in different ways, depending on their age and ability.
- We ask for their views during reviews and after special support sessions.
- Students help set their own learning goals. These goals are clear and aim high.
- Every student on the SEND register has a Learning Plan. Their voice is part of this plan and helps teachers support them better.

5. ARRANGEMENTS FOR ASSESSING AND REVIEWING PROGRESS TOWARDS OUTCOMES

SEND Support at Plymstock School

- The SENDCo keeps a list of students who need extra help (SEND Register) and a watch list (Monitoring List).
- Teachers can see this information on the school system and ClassCharts.
- Every student on the SEND list has a Learning Plan. This is written with help from:
 - o Parents
 - o Students
 - o Teachers
 - o Outside experts (if needed)

Types of SEND Support:

1. **EHCP (Education, Health and Care Plan)**
 - o For students with high needs
 - o Extra support and special interventions are used
2. **SEN Support (K)**
 - o For students who need more help than usual
 - o Support is planned, reviewed, and changed if needed (Assess, Plan, Do, Review)
3. **Monitoring (M)**

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- o For students who need a little extra help
- o Teachers are aware and use small changes in class
- o These students are not on the SEND register

5.1 MAINTAINING THE SEN REGISTER

Checking Student Needs and Progress

- We regularly check how students are doing in school.
- If a student's needs change, we may update their support.
- If a student no longer needs SEND support, we talk with parents and the student first.
- These students are then placed on a Monitoring Register.
- Teachers keep an eye on these students and the SENDCo reviews their progress regularly.

5.2 HOW DOES PLYMSTOCK SCHOOL ASSESS THE PROGRESS OF CHILDREN WITH SEND?

Checking Progress and Giving Support

- Teachers check your child's progress twice a year. This includes effort, behaviour, and learning in all subjects.
- The SEND team looks at this report and may contact you to talk about your child's progress.
- If needed, we update your child's support plan to make sure it meets their needs.
- Staff meet every week to talk about students who need extra help and make changes quickly.
- For students with an EHCP, teachers give extra feedback before the Annual Review.
- We use reading tests to find students who need help with literacy. These include NGRT and YARC tests.
- Students in Years 7 and 8 use Accelerated Reader to track reading progress.
- We also use reports from professionals (like speech therapists or psychologists) to help set goals and support students.

5.3 ATTENDANCE

Why Attendance Matters

- We check student attendance every day.
- Poor attendance can affect learning, progress, and future opportunities.
- Our Attendance Officer and Education Welfare Officer help monitor this.
- If a student with SEND is often absent, we will review their support to help improve attendance.

5.4 EXAM ACCESS ARRANGEMENTS

Extra Help in Exams

Some students may need extra help in exams, like:

- Extra time

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- Using a computer
- Other support

We collect information from teachers over time to understand how a student usually works. We also do tests and look at reports to decide what help is needed. We follow national rules (JCQ) and they make the final decision.

6. ARRANGEMENTS FOR TRANSITION YEARS

Supporting Students During Change

Moving to a new school, class, or teacher can be exciting but also worrying.

We know this can be hard for some students with SEND.

We plan carefully to make these changes easier and to keep support strong.

Our goal is to help students feel safe and confident.

6.1 YEAR 6 to YEAR 7

Helping Year 6 Students Move to Plymstock School

- We talk to primary schools early to find out which students may need extra help.
- We meet with parents of students with SEND to explain how we support them.
- Some students get extra visits to help them feel comfortable before starting.
- Students may also come in for subject workshops and to meet their tutor.
- In October, we hold a Year 7 Parents Evening to share tips on helping with reading and maths at home. SEND staff are there to answer questions.
- In April, there is another Parents Evening to meet teachers and support staff.

6.2 YEAR 9 to YEAR 10

Choosing GCSE Subjects – Support for SEND Students

- Students with SEND get help choosing the right GCSE subjects.
- These choices are talked about during the Annual Review meeting.
- Each student has a careers meeting with the Careers Officer.
- School staff also meet to check that the student's choices are right for them.

6.3 YEAR 11 TO POST 16 EDUCATION

Support with Choices:

Students with SEND get help choosing what to do after Year 11. We look at their current grades to help guide decisions.

Careers Advice:

- Students with an EHCP get advice from Careers South West.

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- Students without an EHCP get help from Independent Careers Advisers.

Paperwork Help:

Careers South West helps with forms to make sure students are supported if they move to college or other education.

No One Left Behind:

We make sure all SEND students have a plan and are not left without education, training, or work after Year 11.

7. THE PLYMSTOCK SCHOOL APPROACH TO TEACHING STUDENTS WITH SEND

Inclusion and Independence:

We help all students learn and grow, including those with SEND. Teachers learn about each student's needs and use helpful strategies in class.

Clear Routines:

Students follow simple routines in class to help them feel safe and know what to do. This helps everyone, especially those with SEND.

Support and Resources:

We use our funding to provide:

- Support staff
- Safe spaces
- Special reading programmes
- Training for staff
- Extra help in class or small groups

Reading Help:

Special reading support is given to students who need it. Progress is checked using national standards.

Staff Training:

Teachers and support staff get regular training to improve teaching and help all students. Training includes:

- How to support SEND students
- How to use teaching assistants well
- How to help students remember and understand better

Reviewing Progress:

We check if support is working. If not, we change it to better help the student.

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7.1 STAFF TRAINING AND ENGAGEMENT WITH OUTSIDE AGENCIES

Teacher Training:

Teachers get regular training to help them teach better and include all students, including those with SEND.

Extra Help for Staff:

Staff can get help from experts and each other to support students with special needs or medical conditions.

Checking What Works:

We always check if support is helping students. If not, we try something else.

Inclusion:

Students with SEND can join all school activities, trips, and clubs. We make changes so everyone can take part.

Staff Training:

Staff have done training in:

- Mental health
- Dyslexia
- Hearing and vision support
- Child protection
- First aid
- Helping in exams
- Supporting EHCPs (Education, Health and Care Plans)
- And more.....

8. HOW WE SUPPORT STUDENTS TO DEVELOP AND IMPROVE EMOTIONAL AND SOCIAL HEALTH ISSUES

Mental Health Help:

Mr Joe Ellerton is the Mental Health Lead. Staff are trained to help students with mental health. We work with NHS and CAMHS when needed. The School Nurse also helps.

Safe Spaces:

Vulnerable students can use a quiet space at break and lunch. There is also a Sensory Room for times of high stress.

Bullying:

Bullying is not allowed at Plymstock School. Staff work hard to keep students safe.

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SEND Support:

Staff are trained to protect and support students with SEND. We listen to their views and work with families and the pastoral team.

Safeguarding:

Mr Ellerton is the Safeguarding Lead. Mrs Harris supports Looked After Children. Other staff are trained to keep students safe.

Clubs and Activities:

All students are welcome to join clubs. Many SEND students take part in things like sports, clay club, and the school show. You can find the full list of clubs on the school website.

9. HOW AND WHEN WE INVOLVE OTHER AGENCIES TO MEET THE NEEDS OF STUDENTS AND THEIR FAMILIES

External professional advice is sought to meet specific needs of students and the following agencies are some of those we have worked with during recent years. Referrals are made in conjunction with parents/carers and with regard to the Safeguarding Policy on the Plymstock School website.

10. THE PLYMOUTH LOCAL AUTHORITY - LOCAL OFFER AND THE PLYMSTOCK SCHOOL OFFER

The School Offer is on the SEN page of the Plymstock School website

<https://www.plymstockschool.org.uk/page/?title=SEND&pid=18>. At Plymstock School our SEND provision is continually evolving, adapting to meet the changing needs of our student community. To do this we draw on our own resources and the Plymouth Local Authority Local Offer:

SEND Local Offer - Plymouth Online Directory -

<https://www.plymouthonlinedirectory.com/article/182/SEND-Local-Offer>

Ordinarily Available Inclusive Provision - Support for schools and settings (Plymouth)

https://issuu.com/theeducationpeople7/docs/ordinarily_available_provision_for_schools_-_draft?fr=sNGEyNzcyNzkwMzQ

SEND Local Offer - Devon Online Directory <https://www.devon.gov.uk/children-families-education/send-local-offer/>

Ordinarily Available Inclusive Provision - Support for schools and settings (devon.gov.uk)

<https://www.devon.gov.uk/support-schools-settings/ordinarily-available-inclusive-provision/>

11. ARRANGEMENTS FOR HANDLING COMPLAINTS FROM PARENTS OF CHILDREN WITH SEND ABOUT THE PROVISION MADE AT PLYMSTOCK SCHOOL

Assistant Headteacher / SENDCo: Mrs Zoe Baring

Contact email: zbaring@plymstockschool.org.uk

Headteacher: Mr S Koehler-Lewis

Contact email: kchapman@plymstockschool.org.uk

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Plymouth Information, Advice and Support for SEND (PIAS): <https://www.plymouthias.org.uk/>

Contact telephone: (01752) 258933

Local Authority 0-25 Special Educational Team contact is

<https://www.plymouthonlinedirectory.com/plymouthlocaloffer/secondary>

Most concerns are easily resolved through informal discussions with the class teacher or relevant member of the school team. When the situation is more complex or specific, parents/carers should raise concerns with the Head of Subject (Department) or Head of Year in the first instance. A meeting may be arranged to explore and identify next steps and solutions. The Annual Review process is a mechanism by which Plymouth City County Council can be drawn into the complaint about provision and assist us all in finding a satisfactory solution.

12. OTHER RELEVANT DOCUMENTS

Available on the school website: Accessibility Policy and Plan, Equality, Diversity and Inclusion Policy, Medical Conditions Policy, SEND Policy, Local Offer and Safeguarding Policy.

Z Baring Assistant Headteacher / SENDCo, October 2025