



SEND Communications Overview

HOW WE COMMUNICATE WITH PARENTS

Through proactive communication, personalised support, and regular feedback, we aim to foster strong partnerships between the school, parents, and students, thereby maximising the potential for each child's success. The following outlines the communications made and opportunities for communication with the SEND team.

Focus / event	Further detail	Timescale
Transition	<p>We work hard to ensure the smoothest transition for our students from Year 6 to secondary school. Our SEND department carries out the following actions and communications to ensure a smooth adjustment:</p> <ol style="list-style-type: none">1. Contact is made with primary feeder schools for identification of students2. Primary feeder schools receive a letter to distribute to parents whose children may require additional support during the transition period<ul style="list-style-type: none">- The letter includes a booking form for additional transition afternoons, allowing parents to pinpoint specific areas where their child may face challenges.3. Invitations are sent to parents of students with SEND to visit All Hallows alongside their child and meet the KS3 SENDCo. These meetings provide a platform for open discussion about any concerns, support arrangements, and the creation of pupil passports, tailored to address individual needs.4. For those requiring an extra layer of support, we extend our outreach by conducting visits to primary schools, with parental involvement encouraged.	<i>Summer term prior to starting at All Hallows</i>
Information evenings	<p>The SEND team are available for face-to-face discussions with parents at each year group information evening in the autumn term. This provides an excellent opportunity to discuss any highlights or emerging needs early in the year.</p>	Autumn term
Pupil Passports	<p>Pupil passports outline provisions necessary for students requiring additional or differentiated support above and beyond those met by high quality teaching. Initiated, if needed, during Year 6 transition meetings, these passports provide teachers with crucial insights into each student's needs well before the start of the academic year.</p>	Throughout the year

Flexibility is key, and the need for pupil passports is reviewed throughout the year. Parents and students can review the passport at any point during the year by requesting a meeting with the SENDCo.

Intervention Reports

For students participating in academic or pastoral interventions comprehensive reports from the SEND team accompany the school progress reports sent throughout the academic year. These reports not only highlight the progress made but also outline actionable steps for further improvement, fostering a collaborative approach to student development.

Sent in line with school reporting calendar

Parents Evening

Parents of students with pupil passports are invited to parent evenings appointments with the SENDCo, providing an invaluable opportunity for discussions regarding their child's progress and any concerns they may have.

Scheduled in line with the school parents evening calendar

Parent Meetings

In instances where staff members identify areas of concern, proactive measures are taken to arrange additional meetings with parents. Moreover, we encourage parents to voice any apprehensions early on, fostering a culture of open communication with the SEND department. Following these meetings, a follow-up email, including agreed-upon action points, is provided to ensure clarity and accountability.

As and when required