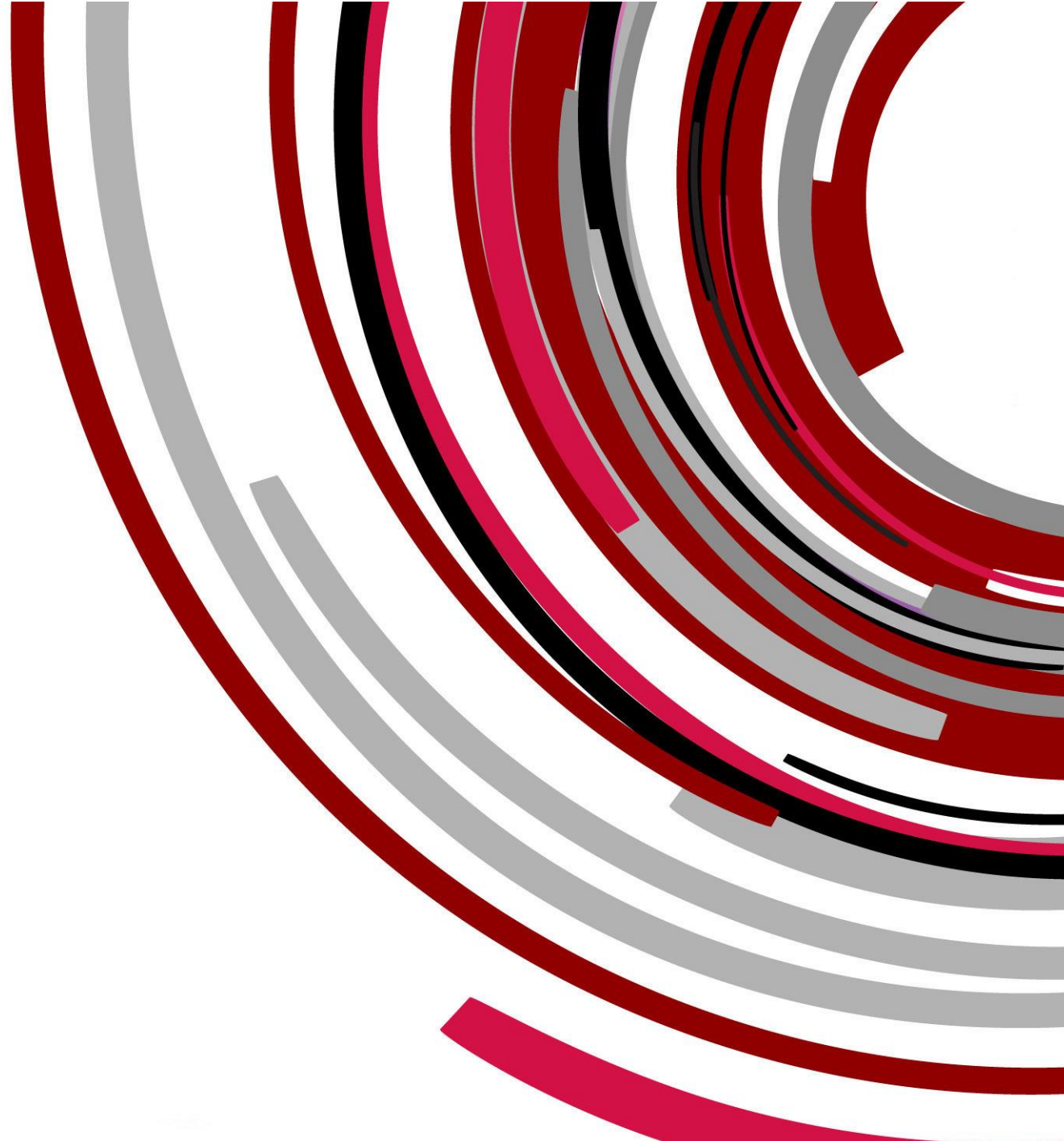




SEN and Disability

Local Offer: Primary Settings

Name of School: **St. James the Less RC
Primary School**

School Number: **14016**

School/Academy Name and Address	St. James the Less RC Primary		Telephone Number	01706 216190
	Unity Way, Rawtenstall Rossendale BB4-8SU		Website Address	www.stjamesthelessschool.co.uk
Does the school specialise in meeting the needs of children with a particular type of SEN?	No	Yes	If yes, please give details:	
	NO			
What age range of pupils does the school cater for?	4-11 year olds.			
Name and contact details of your school's SENCO	Mrs. Antonia Farrell St. James the Less RC Primary School			

Name of Person/Job Title	Mrs Jessica Bell-Shaw Head Teacher		
Contact telephone number	01706 216190	Email	head@st-jamesless.lancs.sch.uk

Please give the URL for the direct link to your school's Local Offer	www.stjamesthelessschool.co.uk
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Name	Jessica Bell-Shaw	Date	01/09/2025
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Accessibility and Inclusion

What the school provides

At St James the Less, we are totally committed to inclusivity, and we appreciate the uniqueness of all students' abilities and backgrounds which enrich our school community. We offer a warm welcome to everyone and hold high expectations for every child. It is our mission to offer the full spectrum of educational opportunities to all children that attend our school.

Our school was built in 1996. It is built on one level with a ramp into the KS2 department. There is a disabled toilet which is available for parents and carers as well as for the use of pupils. There is limited parking on site, but there are designated places for disabled drivers.

The furniture within the classrooms is all size and age appropriate and specialist equipment is bought as and when it is needed. We have a variety of resources for assisting children with their work, for example, writing slopes, pencil grips and laptops are provided. All classes have access to laptops, iPads and interactive whiteboards, with some programmes specially used for pupils with SEND. All classes use visual timetables to support children with daily routines.

We are a parent and carer friendly school and have an open-door policy. All the policies and procedures are available on the school website along with an updated staff list. All of our newsletters are available on the website.

Teaching and Learning

What the school provides

St. James the Less has links with the feeder nurseries and pre-schools and visits to the children entering school during the summer term. All children are discussed and special arrangements made if necessary. We believe in early intervention and identification of SEND, through the use of our experienced teaching staff, teaching assistants and SENDCO.

We look to use the support offered from outside agencies in order to facilitate every child's progress to the best of our abilities. We have links with Speech and Language therapists, Educational Psychologists and School nursing team who assist us in delivering a programme that meets the needs of individual pupils. Any special needs which are identified prior to starting school are planned and prepared for.

Teaching assistants are used effectively in every classroom and are deployed according to their skills. All teaching assistant have had safeguarding training, phonics training and emergency or full paediatric first aid training.

The class teacher and SENDCO monitor the progress of the pupils with SEND in line with the schools existing policies for assessment. The SEND provision map records the type of intervention a pupil is receiving and progress within the interventions is monitored at least on a termly basis.

When sitting examinations children with SEND can be supported 1-1, have additional time granted, sit in a smaller group and have readers when allowable so as to achieve the best possible outcome.

Teaching assistant support is available in each class to support teaching and learning. Classes may have additional afternoon support for the delivery of targeted interventions.

Reviewing and Evaluating Outcomes

What the school provides

Reviews take place for those children with an EHCP on a 6 monthly basis if they are under the age of 5 and annually if they are over. Parents and carers are asked to participate fully in the reviews and their contributions are greatly valued. Pupils all participate, but at varying levels depending on their age and ability to be fully involved.

Individual Education Plans (IEP) are reviewed as a minimum on a termly basis and parents and children are asked to be involved with the formation of these. A copy of IEP's are sent home on a termly basis.

All children throughout the school are tracked on a half termly basis to monitor their progress. The pupils with SEND are monitored separately across the school and are anonymously reported upon to governors. The pupil's targets and the provision provided is amended as necessary.

The school operates an open-door policy with regards to any concerns a parent or carer may have. Any parent may make an appointment at any time to discuss their child(ren).

Keeping Children Safe

What the school provides

In order to enter the school a security number must be used and all visitors must sign in and wear a visitor badge. All procedures are in place according to safeguarding policy and training.

Playtimes are supervised by school staff and area clearly visible to all children. If a pupil with SEND requires additional support during lunch and break times, this is organised through TA rotas. There are 2 safeguarding discussions held every week with all teaching and supervisory staff to ensure stringent monitoring for any potentially vulnerable pupils.

All children in KS1 and EYFS are handed over to and from parents and carers at the beginning and end of the day. If required an individual handover can be carried out by the TA or class teacher to the appropriate carer/parent.

Children in Reception class enter through their own door straight into class and safety provision will be made on an individual basis, as with children from all other year groups as necessary. There are designated areas for picking up and dropping off

children from all classes and they use different entrances and exits. If arrangements for picking children up change we require a letter or a direct phone call to the office.

We promote anti-bullying through the engagement of children in anti-bullying week, but this also permeates throughout our school ethos. The policy can be found on our school website. We have a buddy system where the pupils in the current Year 5 class write letters to welcome their buddies who are starting school in September. This relationship continues throughout the year where the children undertake activities and spend time together.

Risk assessments are undertaken where necessary and adult to child ratios are always checked. Additional adults are used when necessary on school trips.

Health (including Emotional Health and Wellbeing)

What the school provides

If a pupil requires medication throughout the day on a daily basis a TA is designated to the role and the medication has to be signed, dated and quantity given noted in the medicine book.

All class registers have a list with the children who have a medical need to ensure that all staff, including supply teachers are aware of the specific children.

All staff have first aid training including epipen training. If the need arises to deal with a medical emergency, first aiders are contacted, parents and carers are contacted and medical specialists where necessary.

Care plans are drawn up on a need basis and they involve health professionals, parents and carers, pupils and staff as required. They are made available to the staff who are directly involved with the pupil and are kept on file.

The school nurse is available to liaise with parents and carers if they have any concerns regarding their child. Speech and language therapists may visit school for children that have been referred in their service. Occupational therapists, counsellors, qualified teacher of the deaf and educational psychologists may be requested when a need is identified.

Communication with Parents

What the school provides

Parents and carers can access information about our school through the school website. We communicate with our parents in a weekly bulletin letter. We also use Text 2 Parents to send reminders or requests. A school calendar is available on the

school website which has all the important dates on throughout the year. If parents need to be contacted on an individual basis we would speak on the phone or via email requesting a meeting or discussion. Staff are available to speak to parents at the end of the school day or they can make an appointment if it is felt a longer time may be needed.

We have a new intake parents meeting in the summer term when new parents can come and look around the school and meet the staff. Parents and carers of pupils with SEND meet with teachers on a termly basis to discuss and formulate the pupils IEP or PPP (personal provision plan). Teachers send home a report for every child in the summer term. Parents are invited to attend a parents' meeting in the autumn term and one in the spring term.

All parents and carers are invited into class assemblies, termly class prayer and worship sessions and the parents and carers of the reception class pupils are invited to stay and play in the Autumn term.

Working Together

What the school provides

At St. James the Less we have a very active school council who are regularly involved in a variety of school projects including, updating our behaviour policy, raising money for a wide range of charities and organising whole school events. We encourage all the children to be eco-friendly and have roles for green police on a termly basis which is carried out by representatives from the Year 5 cohort.

Reception class invite parents into a stay and play morning at least once per term and parents are welcome to come and celebrate at the achievement assemblies. Parents are welcome to contribute with information about their child during parents evening or by appointments with class teachers.

We have regular Priest, Parent, Teacher Association (PPTA) meetings and events that all parents and staff are welcome to attend and take part. Parents are welcomed into school as volunteers to help with classes.

Elections to the Governing body are always advertised throughout school when a parent governor vacancy arises. The SENDCO meets regularly with the SEND governor.

We work with a variety of external agencies as and when appropriate to the needs of the children. These can include school nurse and other health professionals, Speech and language therapists, occupational therapists, educational psychologists, counsellors, community police, social services, and SEND inclusion specialists.

What help and support is available for the family?

What the school provides

The staff at St. James the Less are always available to help parents and carers who have any difficulties relating to school. The Headteacher or SENDCO are available for help with filling in forms or paperwork that needs to be completed.

Newsletters can always be accessed from the office staff if parents are unable to access them online.

There are extra parent meetings for special events, such as Hothersall Lodge, the year 6 residential visit. Financial support is given to pupils who are pupil premium children and the PPTA subsidise some school trips. The PPTA advertise on their Facebook page about upcoming events and monies raised.

If a travel plan is required by a pupil to get to school then this is assessed on an individual basis between parents and SENDCO.

Transition to Secondary School

What the school provides

We have strong links to our feeder Catholic high school All Saints and the children visit for a variety of reasons, including sports days and catholic cluster activities. We enable all of our children to visit the secondary school of their choice and liaise closely with representatives from secondary schools during transition time.

The local high schools often offer taster days for year 5 children.

The SENDCO meets with the SENDCO from the secondary schools and they are invited to a child with an EHCP annual review to ensure that a smooth transition can take place.

Extra-Curricular Activities

What the school provides

There is an outside agency sourced breakfast club from 7.30am.

This service is available to all pupils and is free of charge to those pupils who are entitled to pupil premium.

All pupils take part in LUNCH FIT activities on a daily basis, which can range from team games to street dance.

The school is often open during school holidays to provide sports activity sessions with one of our trusted sports specialist suppliers. These are charged at very reasonable rates.

Year 6 attends a residential during October, for which a fee is charged, but pupil premium children may have access to a subsidy.

Peripatetic music teachers visit school on a weekly basis, again there is a fee charged for this activity.