

## Snitterfield Primary School SEND Procedure for Parents

### Step 1 (2-3 weeks)

- If you have a concern about your child, please discuss with the class teacher
- The class teacher will identify and use specific strategies in class to support your child using the Quality First Teaching Strategy document

### Step 2 (2-3 weeks)

- The class teacher will liaise with the SENDCo after strategies have been used to discuss impact
- If necessary, baseline assessments/observations are carried out to identify SEND need and specific/targeted interventions required

### Step 3 (6 weeks)

- SENDCO to inform parents and your child will be put on SEND Register
- SEND targeted interventions such as EPATT Reading and Spelling/Social Skills/Speech and Language may be implemented as your child extra support

### Step 4 (At least 10 weeks)

- Class teacher will review the impact of targeted interventions with you every term and write new PLPs (Personal Learning Plans)
- SENDCo to liaise with outside agencies such as SENDSupported or Speech and Language for specific assessments
- SENDCo may meet with parents to discuss a possible referral for ASC/ADHD assessment if needed

### Step 5 (At least 12 weeks)

- SENDCo to monitor impact and plan review
- SENDCo to liaise with school's educational psychologist (EP) for further assessments
- This may result in a referral for an EHCP if appropriate