



14 November 2022

Dear All

I am writing to update you with changes we have made to our SEND provision to ensure that all pupils get the best support.

Your child's class teacher will be the first point of call for any concerns, information or questions you have about your child's learning needs.

If your child has been identified as needing provision that is 'different or additional to' the needs of other pupils they will be placed on an SEN register. This means that we will look at what needs need addressing and how we will do that in school as well as how you can help at home. If your child is on the SEND register, we will meet with you three times over the course of the year to look at progress.

Our SEND Lead at Broadstone First is Donna Swann. Miss Swann will oversee the provision map process and will be the point of contact for your child's teacher.

Our timetable for provision map meetings has changed this year to ensure that more time can be spent looking at each child individually with the SEND team. You will still have three meetings in the year but as opposed to previous years when they were all at the same time, this year we have spread them out over the course of the term. This allows us to quality assure the process more effectively and ensure the targets and meetings are most productive.

If your child needs more specialist input, the SENDCO Claire Sweeney, will support at this point. Ms Sweeney will oversee external provision and the Education Health Care Plan (EHCP) process, as well as responsibility for Children in Care. Claire Sweeney has overall responsibility for strategic aspects of SEND provision.

This means that your points of contact might be different and that your provision map meetings will be at different times. We are confident that this will mean better provision for all pupils but as ever, we welcome any feedback on our practice. We are committed to constantly improving and your feedback is a vital part of that.

Kind regards

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