

## **SEN: Frequently asked questions**

### **How will Upton Hall know if my daughter needs extra help?**

Staff at Upton Hall work closely with colleagues in our feeder primary schools. Every pupil in Year 6 who has been offered and accepted a place at Upton Hall will receive a visit from a member of staff from Upton. The visit will include a meeting with the Year 6 teacher and if appropriate the primary school SENCO.

At the start of Year 7, all pupils will undertake literacy and numeracy assessments. These are administered by the English and Mathematics Faculties. In addition all Year 7 pupils sit the Cognitive Assessment Tests (CATs). The purpose of these assessments is to help identify any pupil who may need additional support. Individual screening for specific learning difficulties is also available in school.

### **What should I do if I think that my daughter may have special needs?**

If you have any concerns about your daughter, including the area of special needs, you should contact your daughter's Form Teacher. You can do this through a note in your daughter's planner, by telephone on 0151 677 7696 or through email on [uhs@uptonhall.org](mailto:uhs@uptonhall.org)

### **How will staff support my daughter?**

For pupils with special needs, subject staff work closely with the member of staff responsible for Intervention and Inclusion. They will seek to ensure that any pupil with a special need is able to access the curriculum and is able to make appropriate progress in line with their peers.

### **How will the curriculum be matched to my daughter's needs?**

The curriculum at Upton Hall is academic in nature. Pupils who have reached the required standard for a grammar school education will find the curriculum at Upton a good match for their needs. Very occasionally, a modification may need to be made to the curriculum for an individual to accommodate their particular needs.

### **How will I know how my daughter is doing and how well will you help me to support my daughter's learning?**

You will receive progress information five times during the academic year. On four of these occasions, the information will contain basic tracking data including an effort grade for each subject and an indication of the level or grade your daughter is working at. On the other occasion you will receive a full annual report with a comment from each member of staff and recommendations for how your daughter can improve.

At the start of the academic year you will be invited to attend a Parents' Information Evening. The evening will provide you with a chance to meet key members of staff and to

receive information about the curriculum, pastoral matters, e-safety and key events for the forthcoming year.

In the Spring Term you will be invited to attend a Parent's Evening where you will have the opportunity to meet with all of your daughter's teachers.

### **What support will there be for my daughter's overall well being?**

At Upton we are proud of the pastoral support we provide for all of our pupils. Form Teachers get to know the pupils in their form very well. They are responsible for the delivery of the PSHE programme which addresses well being issues. We have a school nurse and a youth worker attached to the school. They run a drop-in service for any pupil seeking advice or support over health or medical issues. For those pupils who have more complex emotional needs we have available the services of a fully qualified School Counsellor.

### **Who can I contact for further information?**

Further information can be obtained by contacting Mr M Quinn (SENCO and Deputy Head) or Mrs N Griffiths (Head of Pupil Progress)

### **Can staff get extra help from experts outside of school if they need to? (eg: advice and training on medical conditions)**

At Upton Hall we work with a wide range of outside individuals and agencies. These include:

- School Nursing Service
- Educational Psychology Service
- Medical & Physical Impairment Team
- Vision and Hearing Support Service
- Paediatricians
- Occupational Therapists
- Physiotherapists
- Educational Welfare Officer
- Social Services
- Local Authority Statementing Team
- Wirral Autistic Society
- Wired/Parent Partnership
- Catholic Children's Society
- Child and Family Support Service
- Minority Ethnic Achievement Service (MEAS)
- Special Educational Needs Assessment Advice Team (SENAAT)
- Local Community Police Officers
- Local Authority Safeguarding Unit
- Child Exploitation and Online Protection Agency (CEOP)

**How accessible is the school environment?**

Upton Hall has a wide range of buildings, old and new all with multiple floors. It is fully accessible and the site is both safe and secure.

**How will information about my daughter be circulated to all members of staff and who will be responsible for that?**

For those pupils with a special need, information will be shared with subject staff through the school database and internal memos. The member of staff responsible for Pupil Progress and the school SENCO are responsible for ensuring the timely and accurate sharing of information.